UBUHLEBEZWE MUNICIPALITY

2018/2019 - ANNUAL REPORT

The Municipal Manager
Mr GM Sineke
web: www.ubuhlebezwe.org.za

VOLUME I

CONTENTS

VOLUME I

CONTENTS 2

CHAPTER 1 – FOREWORDS & OVERVIEW 3

CHAPTER 2 – GOVERNANCE 33

CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I)…….....52

CHAPTER 4 – FINANCIAL PERFORMANCE 216

CHAPTER 5 – ORGANISATIONAL DEVELOPMENT PERFORMANCE 230

CHAPTER 6 – AUDITOR GENERAL AUDIT FINDINGS 296

AUDIOTR GENERAL OPINION 2016/17……296

AUDITOR GENERAL OPINION & REPORT 2017/18…..……310

AUDITOR GENERAL REPORT 2018/19……..340

AUDITOR-GENERAL ACTION PLAN 2018/2019……346

REPORT BY APAC……353

APPENDICES…….…….359

VOLUME II

Annual Financial Statements 2018/2019……..……..……360

VOLUME III

2018/2019 Oversight Report……..……361

CHAPTER 1 – MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

MAYOR'S FOREWORD



The year under review 2018/2019, has been a year of reckoning for Ubuhlebezwe. It has been a year for us to account for our actions in as far as service delivery is concerned. In this year, we were greatly challenged by our communities to fulfill our promises and obligations to them, and for the most part, I can assuredly say, we were able to deliver.

The one point of disconnect that occurs between us as the Municipality and our communities, is time, the 'When'. Whilst we have our plans, schedules and budgets to work with, there is sometimes a sense of impatience from the communities about when things will get done, which then results in community unrest in the form of protests. We too have not been immune to community protests, however, it is my report that according to our plans and our finances, we are right on schedule with service delivery.

In 2018/19, we prioritised our capital projects according to our core competencies as a local municipality; Construction of Roads, Halls and Sportsfields, whilst working hand in hand with the Department of Energy and Eskom on Electrification projects and the Department of Human Settlements on Housing Projects. I must highlight that we experienced challenges with starting our projects for this financial year because some of our internal processes were interrupted by outside forces. When we did eventually continue, we were inadvertently delayed and some of our projects were not completed on time. The projects that were prioritised and implemented in 2018/19 are outlined in detail within this Annual Report.

I once again express my sincere gratitude to all Councillors, officials, and the residents of Ubuhlebezwe Local Municipality for another year of commitment, hard work and co-operation. This enables the institution to excel and withstand all the challenges it faces. May God Bless you all.

Cllr. ZD Nxumalo
Mayor

MUNICIPAL MANAGER'S FOREWORD



This 2018/19 Annual Report of UBuhlebezwe Municipality, reflects our service delivery achievements, non-achievement and challenges experienced during the financial year. The report is presented in recognition of our obligation to be an accountable and transparent organization. Such annual reporting on performance is required from all municipalities in terms of various pieces of legislation, from the Constitution of the Republic of South Africa, Section 46 of the Local Government: Municipal System Act No. 32 of 2000 and Section 121 and 127(2) of the Local Government: Municipal Finance Management Act No.56 of 2003.

We began the year 2018/19 with a full complement of Directors, however, as the year progressed we had two vacancies for the positions of Chief Financial Officer and Director Corporate services. We have been able to successfully ensure continuity with the fully capable staff available within these Departments and we are currently engaged in recruitment processes towards the filling of these positions.

The conclusion of the 2017/18 audit processes resulted in the Municipality receiving a qualified audit opinion from the Auditor General, following a succession of Unqualified reports in the previous years. This opinion has made us sit up and identify the areas where gaps have been created over the years, perhaps due to complacency on our part and as such, in 2018/19, we went in with our gloves on and our guards up.

Notwithstanding the audit opinion, we have still been able to deliver services to our communities and in a manner that we deem satisfactory. We are compliant with all legislation relevant to local government, however we are now even more aware that our work is never fully done.

I once again thank our Council for always creating a conducive environment for the Administration to carry out its duties.

GM Sineke – Municipal Manager

VISION

"To provide affordable quality services through good governance"

MISSION STATEMENT

"UBuhlebezwe Municipality will strive to deliver an appropriate level of service to all of its citizens by the year 2025 and alleviate poverty by promoting sustainable development through good governance and accountability."

ACRONYMS & ABBREVIATIONS:

AFS	**Annual Financial Statements**
AG	**Auditor -General**
CIP	**Consolidated Infrastructure Plan**
COGTA	**Corporative Governance and traditional Affairs**
CPMD	**Certificate Programme in Management Development**
DOT	**Department Of Transport**
EXCO	**Executive Committee**
IDP	**Integrated Development Plan**
IGR	**Intergovernmental Relations**
LGSETA	**Local Government Sectoral Education and Training Authorities**
MFMA	**Municipal Finance Management Act**
MIG	**Municipal Infrastructure Grant**
MSA	**Municipal Systems Act**
MTAS	**Municipal Turnaround Strategy**
PMS	**Performance Management Systems**
SCM	**Supply Chain Management**
MPAC	**Municipal Public Accounts Committee**
SDBIP	**Service Delivery and Budget Implementation Plan**
SMME	**Small Medium Micro Enterprise**
ODETD	**Occupation Directed Education and Training Development Programme**
WSP	**Workplace Skills Plan**
APAC	**Audit & Performance Audit Committee**

MUNICIPAL POWERS AND FUNCTIONS

In terms of the Municipal Structures Act No. 117 of 1998 UBuhlebezwe Municipality (KZ434) is classified as a Category B Municipality and falls within the Harry Gwala District Municipality (DC43). This act made provision of the division of powers and functions between the district and local municipalities with the most day to day service delivery functions being delegated to local municipalities and the District wide to District Municipalities. UBuhlebezwe Municipality is responsible for a number of functions some of which are not being performed due to lack of capacity. The Municipality has entered into shared service with Harry Gwala District and our neighbouring local Municipality in some of the functions.

UBuhlebezwe Municipality has executive authority in respect of, and has the right to administer the local government matters listed below:

Functions	**Function currently performed**		**Capacity to perform the function**		**Levels of capacity**	**Alternative measures in place(function not performed or no capacity**	**Municipal Action**
	Yes	**No**	**Yes**	**No**			
Amusement facilities	-	x	-	X	-	-	-
2. Air pollution	-	x	_	X	-	-	There is no demand no action required
3 Building Regulations	x	-	x	-	Limited capacity there is only one building inspector responsible for all building related activities. Law enforcement not effectively executed.	-	Deal with contraventions effectively

Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
4. Child care facilities	-	x	-	X	-	Community driven function.	The municipality coordinates Sukuma Sakhe where departments sit and look at the adequacy and Department of Social Development builds creches
5. Case of Burial of Pauper and Human Remains	-	X	-	X	-	-	Maintenance of facilities

Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
6. Fire Fighting	X	-	x	-	Municipality has a functional capacity and is gradually increasing human resources	-	The municipality creates awarenesses and responds in case of accidents. Disaster Management Plan caters for fire fighting functions
7. Local Tourism	X	-	x	-	Limited due to financial constraints and minimum skills	-	The municipality adopted a Tourism strategy and is working with local tourism owners to uplift

Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
							tourism within the ecomic space
8. Municipal Planning	X		x		Limited capacity to perform all planning functions. There is the Manager Planning with only Town Planner.	-	Planning shared to assist in this regard
9. Municipal Public Transport	-		-	X	-	-	Planning has been done by the District
10. Storm water	X	-	x	-	Performed internally. Limited Financial and human resources to	-	Maintenance of storm water facilities are done internally.

Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
					perform this function fully.		
11. Trading Regulations	X	-	x	-	Municipal Bylaws are enforced with limited resources	-	The municipality reviewed Bylaws and training of Peace Officers
12. Billboard and display of advertisement in public places	X	-	x	-	Municipal Bylaws are enforced	-	Signage Bylaws and strengthen law enforcement
13. Cemeteries ,funeral	X	-	x	-	-	-	Maintenance and allocation of graves.

Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
parlour and crematoria							
14. Cleansing	X	-	x	-	-	-	Daily to day activity
15. Control Public nuisance	X	-	x	-	-	-	By-laws are in place and enforced
16. Fencing and fences	X	-	x	-	-	-	No action required
17. Licensing of dog	X	-	x	-	Limited capacity	-	By-laws in place and enforced
18. Licensing and control undertakings that sell food to the public	-	x	-	X	Municipality has licenced informal traders	Each case is treated base on its own merits	Harry Gwala District municipality conducts Environmental Health inspections to ensure

Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
							that formal shops also get licenced
19. Local amenities	X	-	x	-	-	-	Ixopo Town Regeneration to address the lack of amenities within the municipal area.
20. Local Sports facilities	X	-	x	-			Continuously maintain community sports field within the municipality
21. Markets	-	x	-	X	-	-	The municipality deals with the markets

Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
							through the informal traders policy
22. Parks and recreation	X	-	x	-	-	-	Continuously Maintain and beautify parks and gardens
23. Pontoons and ferries	-	x	-	X	-	-	No action required
24. Pounds	-	x	-	X	-	-	Municipality in a process of establishing a pound in terms of the Pounds Act. Lots of stray

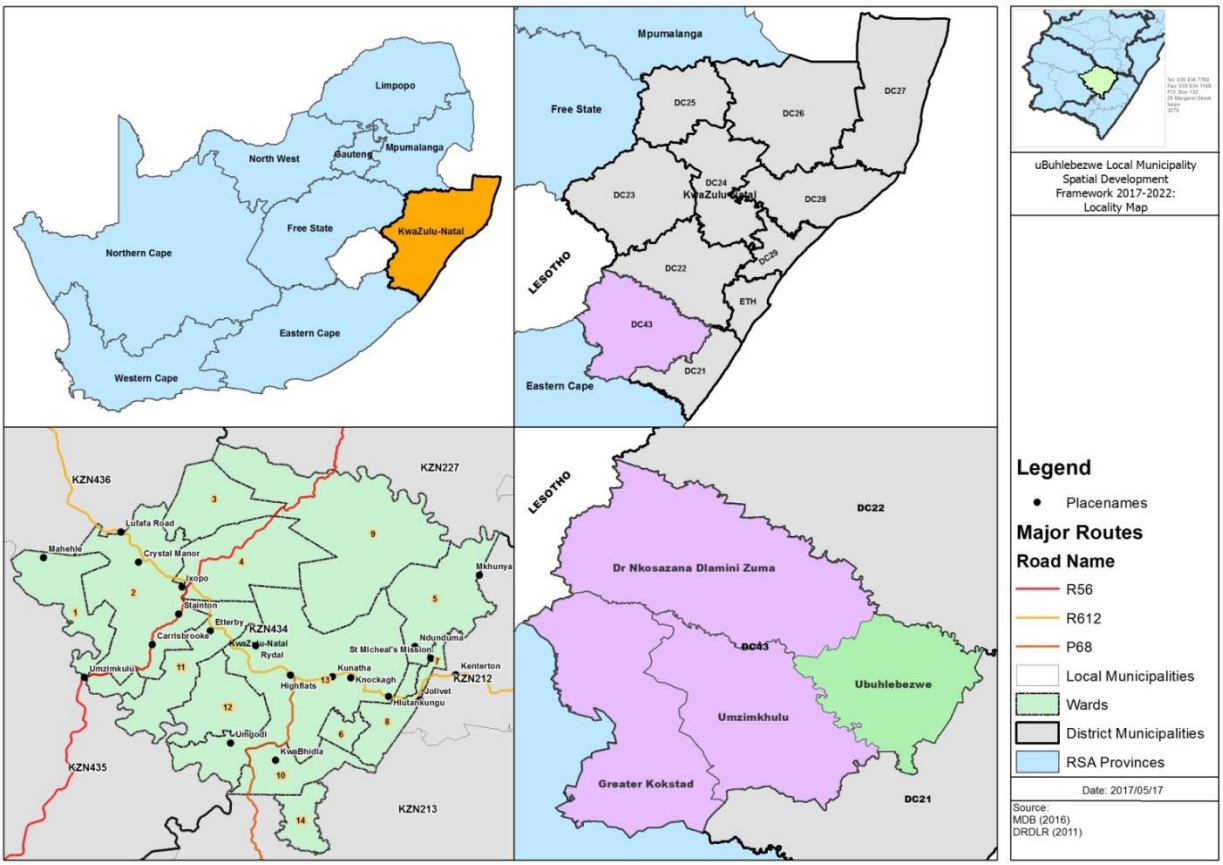
Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
							animals around the municipal area
25. Municipal Roads	X	-	x	X	This function is performed by PMU Unit under the supervision of the Director IPD		municipal roads are maintained as per the maintenance plan
26. Municipal airport	-	x	-	X	-	-	No action required
27. Municipal Abattoir	-	x	-	X	-	-	No action required
28. Noise pollution	-	x	-	X	By-laws in place	-	Bylaws enforced by community safety unit

Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
29. Public places	X	-	-	X	Functioned performed to a limited extent due to financial constraints	-	-
30 Refuse Removal and Solid Waste Disposal	X	-	-	X	Municipality does not have a landfill site	The Municipality utilizes UMzimkhulu Municipality's land fill to dump refuse.	The municipality to acquire land for the landfill site in partnership Department of Land Affairs
31 Street trading	X	-	x	-	Limited number of Peace Officers	-	The municipality to train more Peace Officers

Functions	Function currently performed		Capacity to perform the function		Levels of capacity	Alternative measures in place(function not performed or no capacity	Municipal Action
	Yes	No	Yes	No			
32 Street Lighting	X	-	X	-	Capacity is limited relying to ESKOM.	-	Municipality is negotiating with ESKOM to take over the street lighting after completion of the project.
33. Traffic and parking	x	-	x	-	-	-	No action required
34. Fireworks					-	-	No action required
35. Libraries	x	-	x	-	-	-	-

AN OVERVIEW

Ubuhlebezwe Local Municipality (ULM) is one of the five local municipalities that constitute the Harry Gwala District Municipality (HGDM). The ULM is characterised as a small urban centre with large agricultural plantations, natural vegetation and traditional authority land. The main administrative centre of the municipality is the town of Ixopo, it is located 85km from the City of Pietermaritzburg at the intersection of two national routes R56 and R612. Apart from the Ixopo town the settlement patterns of the ULM reflects one that is predominantly rural. The ULM has a population of about 118 346 people (Community Survey, 2016) spread out



throughout the area with the majority of its population residing in the rural areas. The major economic drivers in the ULM area are agriculture, mining, manufacturing, construction, utilities, business services and tourism. Among these economic sub-sectors, agriculture; business services; and manufacturing have been the biggest contributors to the ULM GDP thus far. Sub-sectors with minute contribution to the ULM GDP were the mining and utilities sub-sectors.

Unemployment is considered as one of the main reasons of poverty. The municipality's' percentage contribution to the District employment is currently seating at 21%. The

unemployment rate in the ULM currently stands at 25%, reduced by 0.3% from 24.7% projected in 2011 (Global Insights,2007). It is a clear indication that unemployment still remains a concern and shows that the municipality is currently living below the poverty line. It is also observed that the urbanised wards have a relative lesser concentration of poor people living under the poverty line then those living in rural wards.

Ubuhlebezwe has strong north-south linkages and east-west linkages within its region. This is achieved via R56, which links it to areas such as Pietermaritzburg to the north and Kokstad to the south. R612 provides regional access and linkages with the South Coast tourism region in the east and Southern Drakensburg to the west. In addition, Ubuhlebezwe is located at the intersection of at least three established tourism regions, namely: Southern Drakensberg; Natal Midlands; and UGu South Coast.

The town of Ixopo forms the primary development node of the Municipality and has also been selected as the seat of the Harry Gwala District Council. The importance of Ixopo cannot be underestimated in the socio-economic development of the area as a whole. Its role as a centre of activity is further emphasised in the Spatial Development Frameworks (SDF). Ixopo plays an important role in terms of the possible location for industry, commerce and other economic activity. It is a major education and health centre and assists in the diffusion of new ideas and technologies to the rural areas. It is also the primary base for the operation of many departments and service providers.

DEMOGRAPHICS

Initially Statistics South Africa (Statssa) conducted a population census once every 5 years i.e. 1996 and 2001, this interval was however changed to 10 years and thus the last census was in 2011. In between the census, Statssa conducts a Community Survey (CS) and the last one was in 2016. According to Statssa a population census, as defined by the United Nations, is "the total process of collecting, compiling, evaluating, analyzing and publishing or otherwise disseminating demographic, economic and social data pertaining, at a specified time, to all persons in a country or a well-defined part of the country"; i.e. a total count of the population. The CS on the other hand is a large-scale household survey conducted by Statistics South Africa to bridge the gap between censuses. I.e. it is a representative sample of the population. As a result of this the information from the Community Survey is only provided at a Municipal level and not at ward level as compared to the 2011 census which goes down to the ward level and beyond. Prior to the release of the CS results in 2016 there

was a redermacation of the municipal wards. Statssa thus had to delay the release of the CS results and realign the ward boundaries to the newly demarcated ward boundaries. E.g. Population Figures for Ubuhlebezwe from the CS before factoring in the new demarcation was 101690; but after factoring in the redemarcation it is 118 346.

According to the Stats SA, Community Survey 2016 results, there is an average of 4, 1 persons per household. 30, 3% of households reside formal dwellings and approximately 63, 8% of residences are owned and fully paid off. 12, 4% of households have access to piped water from either inside the dwelling, inside the yard or water on a community stand. Access to proper sanitation is very poor, with 12% having access to a flush toilet connected to the sewerage system. Harry Gwala District has an increase in total population from 461 420 to 510 865, out of which Ubuhlebezwe Local Municipality has increased from 101 690 to 118 346 which is 23.2% of the District total population. The female population is dominant at UBuhlebezwe which indicates male absenteeism. Out of the total population of 118 346, total number of females has increased from 54445 to 62834 which is 53.1% of the total population and males from 47246 to 55513 which is 46.9% of the total population. The population density is 63 persons/ km2.

The majority of population in Ubuhlebezwe is dominated by Black Africans with a total population increased from 99 188 to 115 893 which is 97.9% of the total population. Age distribution within Ubuhlebezwe Municipal area, where the ages 00-04 accounting to 17 247 which is14.6% of the total population followed by ages 05-09 accounting to 15 679 which is 13.3% of the total population. Based on the CS 2016 results for the whole population, Males (10545) and Females (12847) with no formal education constitute the majority in terms of the population in relation to education. The highest level of education that has been attained by the population of Ubuhlebezwe Local Municipality is Grade 12, whereby the number of females (8589) out numbers males (6933). From here on the highest of education attained decreases progressively from Grade 11 to Grade R, as well as for Tertiary education for males and females combined. The dominant trend is that each of the categories the number of educated females exceeds that of males. One exception is in Grade 4 whereby the number of educated males (2959) exceeds that of females (2446). With regards to employment, there has been a steady in increase in the total number of people employed except for 2011 which experienced a decline to 19631 from 20217. In terms of percentages the average employment contribution to the district population has declined by 0,3% between 2010 and 2015. The total number of unemployed people at Ubuhlebezwe

Municipality correlates directly with the total employment per municipality in that for 2011 there was a decline in the number of people employed (4843) as compared to 2010 (5150).

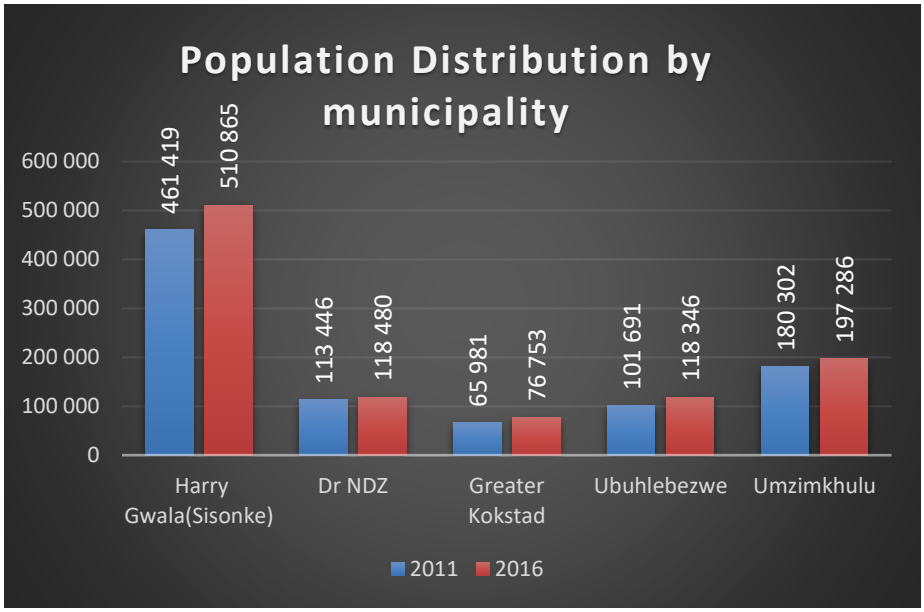
Children between the ages of 0-14 contribute a portion of 40, 4% towards the total population of uBuhlebezwe. Elderly people from 65+ within the existing population contribute 6.8%. The observable dependence ration of people between people living below 15 years of age and those having 64+ is 89.39%. This percentage is too high and contributes to uncontrollable levels of poverty. In actual facts it will become difficult for the municipality to cater for the provisions of pensioners, proving social security systems to people in need as well as the non-working population.

DEMOGRAPHIC CHARACTERISTICS AND ANALYSIS

Initially Statistics South Africa (Statssa) conducted a population census once every 5 years i.e. 1996 and 2001, this interval was however changed to 10 years and thus the last census was in 2011. In between the census, Statssa conducts a Community Survey (CS) and the last one was in 2016. According to Statssa a population census, as defined by the United Nations, is "the total process of collecting, compiling, evaluating, analyzing and publishing or otherwise disseminating demographic, economic and social data pertaining, at a specified time, to all persons in a country or a well-defined part of the country"; i.e. a total count of the population. The CS on the other hand is a large-scale household survey conducted by Statistics South Africa to bridge the gap between censuses. I.e. it is a representative sample of the population. As a result of this the information from the Community Survey is only provided at a Municipal level and not at ward level as compared to the 2011 census which goes down to the ward level and beyond. Prior to the release of the CS results in 2016 there was a redermacation of the municipal wards. Statssa thus had to delay the release of the CS results and realign the ward boundaries to the newly demarcated ward boundaries. E.g. Population Figures for Ubuhlebezwe from the CS before factoring in the new demarcation was 101 690; but after factoring in the redemarcation it is 118 346.

Population size

The graph below depicts the population for Harry Gwala District Municipality (HGDM) and its family of local municipalities. All municipalities reflect an increase in their population from 2011 to 2016.



Source: Stats SA Community Survey (2016)

Population distribution by gender

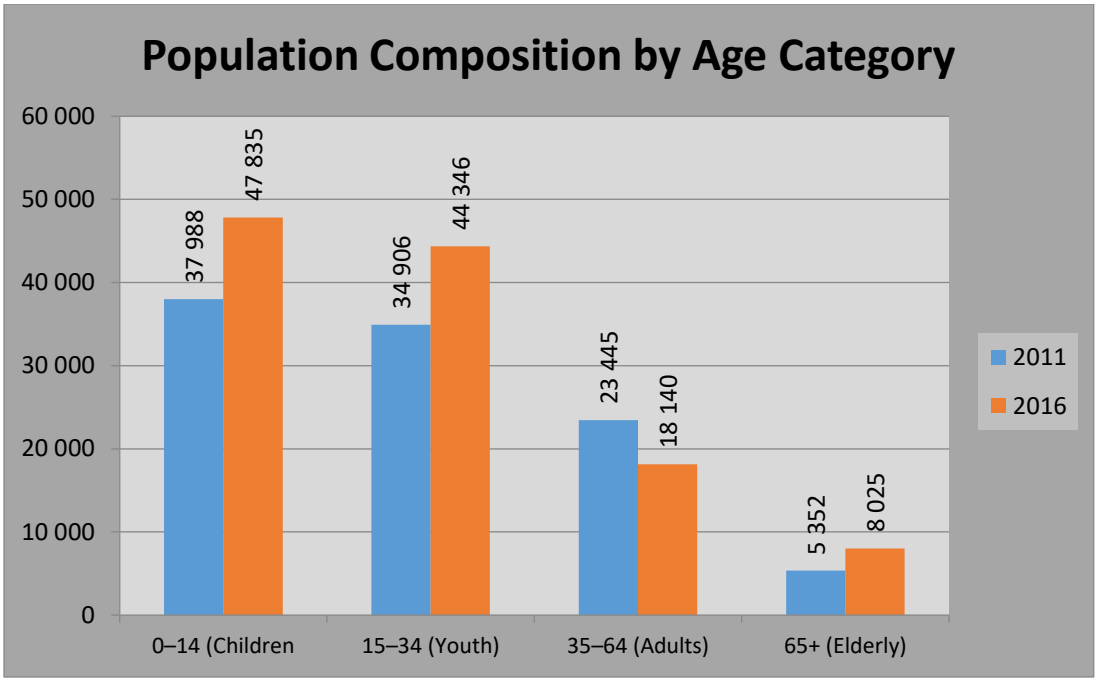
The table below depicts the population distribution by gender for Ubuhlebezwe Municipality for 2011 and 2016. There is a 1% increase in the percentage of males from 2011 to 2016; inversely the females declined by 1% over the same period.

	2011	2016
Males	46%	47%
Females	54%	53%

Source: Stats SA Community Survey (2016)

Population composition

The graph below depicts the population composition by age category for Ubuhlebezwe Municipality between 2011 and 2016. The graph shows an increase in the population composition between 2011 and 2016 except for the 35-64 age category (Adults).



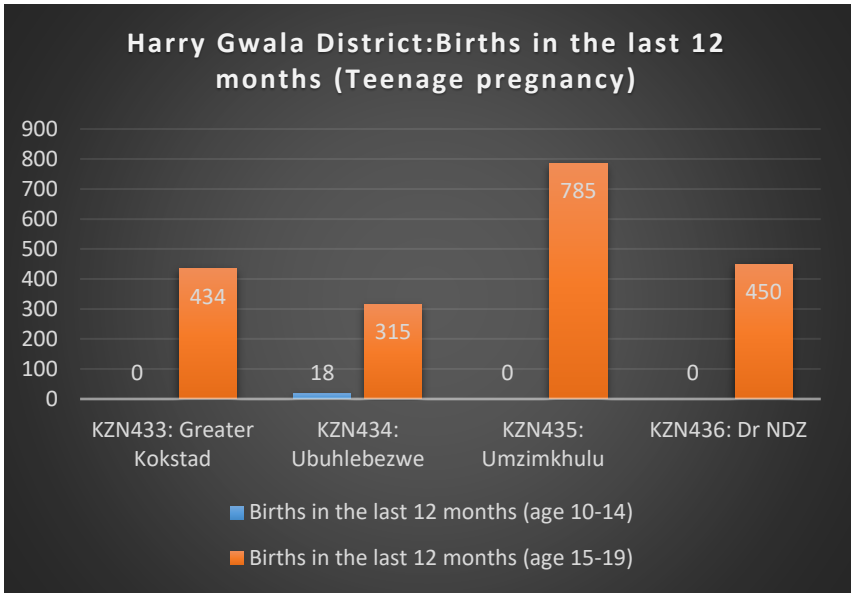
Source: Stats SA Community Survey (2016)

Dependency Ratio

The Dependency Ratio is defined as the ratio between the number of people aged less than 14 and over 65 to the number of people aged 15-64. A high ratio may increase the burden on the productive part of the population. The dependency ratio for 2011 stood at 74, 27%. For 2016 the dependency ratio stands at 89, 39%. Therefore a higher number of the population is now dependent on the working population.

Teenage pregnancy

The table below depicts the teenage pregnancy figures for the district LMs. uBuhlebezwe Local Municipality is the only municipality that has had births in the 10-14 age category. In the age category of 15-19 it has the lowest number at 315 births.



Source: Stats SA Community Survey (2016)

Fertility rate

Fertility statistics that speak directly to Ubuhlebezwe Local Municipality are difficult to find by according to StasSA mid-year population estimates (2009) the KwaZulu Natal Province has had average fertility rates.

Province	2001-2006	2006-2011
KwaZulu Natal	3,03	2,60

Source: StasSA mid-year population estimates (2009)

The above table depict that, the municipal health system have birth control determinants in place that one can firmly state that they are accessible to the society at large.

Mortality rate

Mortality is the decrement process by which living members of a population gradually die out. The Infant Mortality Rate is the number of infant deaths (< 1year of age) in a given year divided by the total number of live births during the same year multiplied by a thousand. The IMR is a good indicator of general health & living standard.

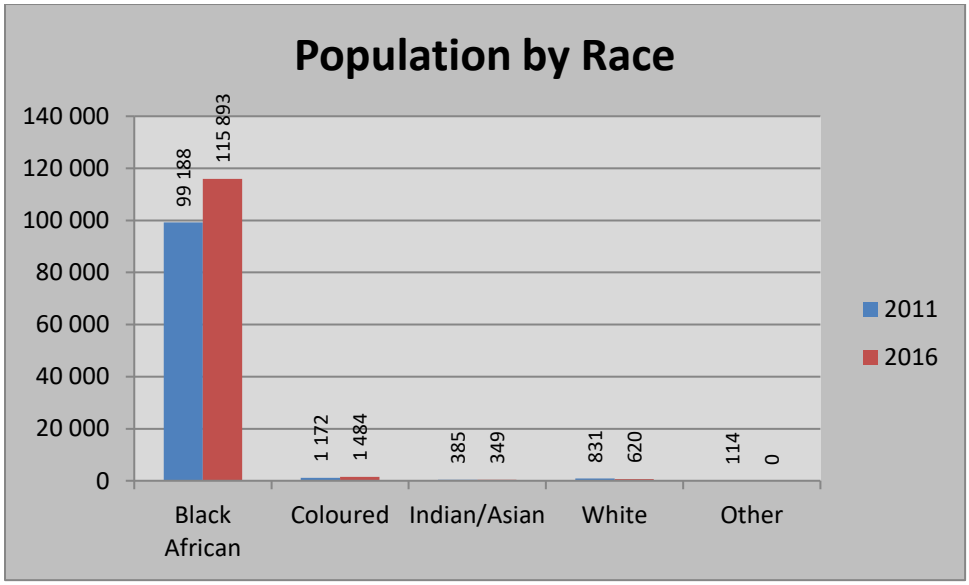
The IMR stands at 19, 4 i.e. 19, 4 infant deaths per thousand births.

Life expectancy

Life expectancy is the expected average number of years remaining to be lived by persons of a particular age. Between 2002 and 2016, there was an overall increase in Life expectancy (55,2 to 62,4 years).The population for 2016(8025) for persons above the age of 65 has increased compared to the same age category for 2011(5352).

Population groups

The graph below depicts the population by race group between 2011 and 2016.There is an increase in the black (16 705) and coloured (312) population groups. The Indian/Asian and White population groups have experienced a decline in population numbers of -36 and -211 respectively. In 2011 there was a population group category called "Other" which stood at 114; in 2016 this category is 0.

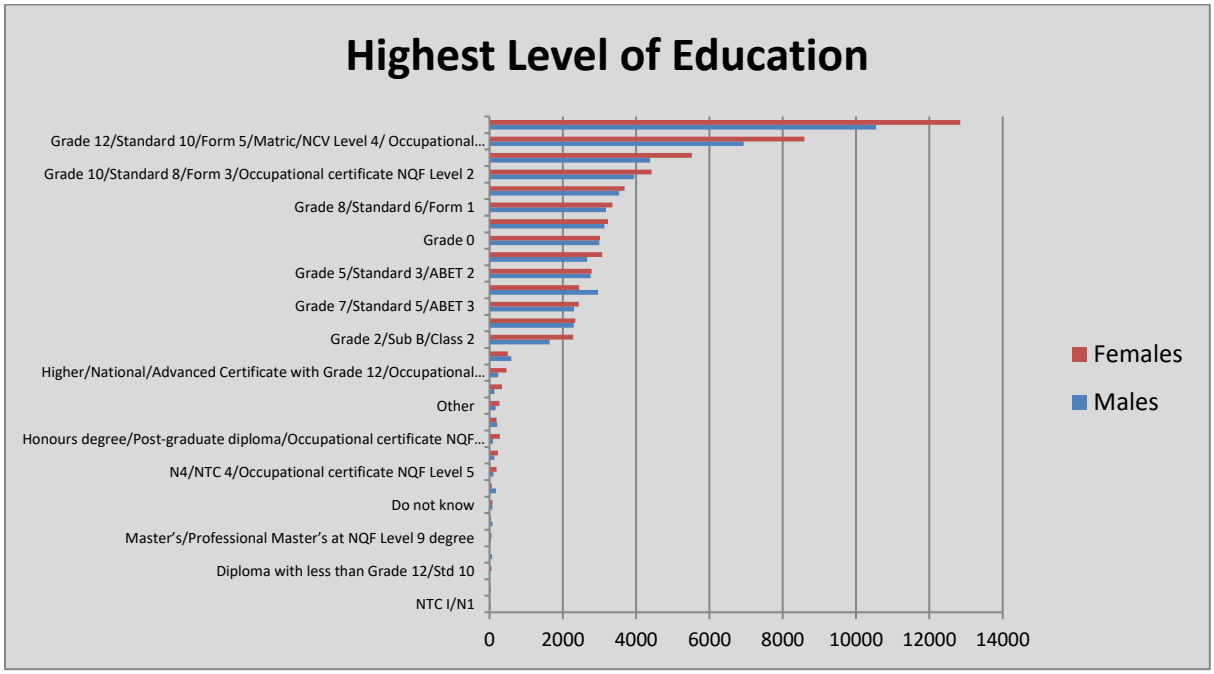


Source: Stats SA Community Survey (2016)

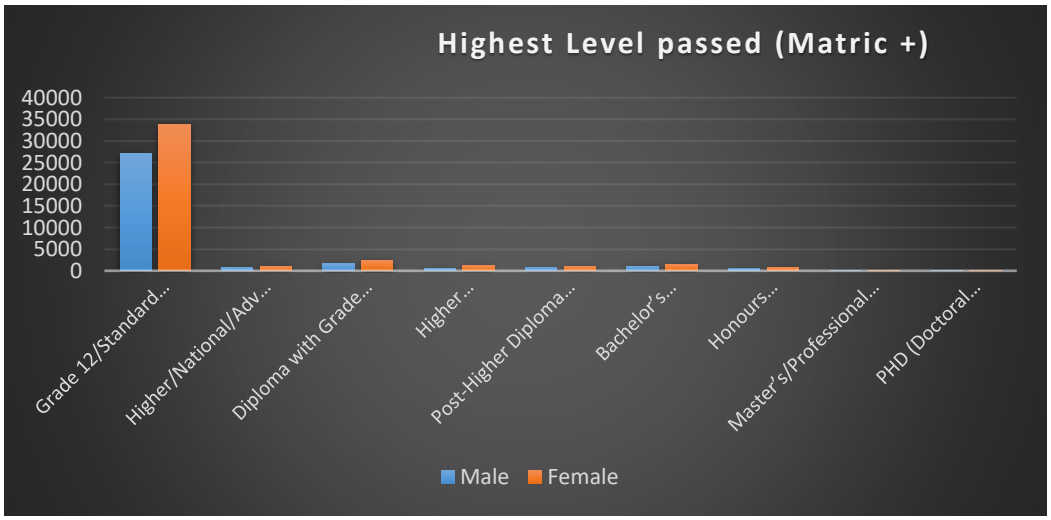
Educational status

The graph below depicts the highest level of education within various categories for males and females at Ubuhlebezwe Local Municipality based on the CS 2016 results for the whole population. Males (10545) and Females (12847) with no formal education constitute the majority in terms of the population in relation to education. The highest level of education that has been attained by the population of Ubuhlebezwe Local Municipality is Grade 12, whereby the number of females (8589) out numbers males (6933). From here on the highest of education

attained decreases progressively from Grade 11 to Grade R, as well as for Tertiary education for males and females combined. The dominant trend is that each of the categories the number of educated females exceeds that of males. One exception is in Grade 4 whereby the number of educated males (2959) exceeds that of females (2446).



Source: Stats SA Community Survey (2016)



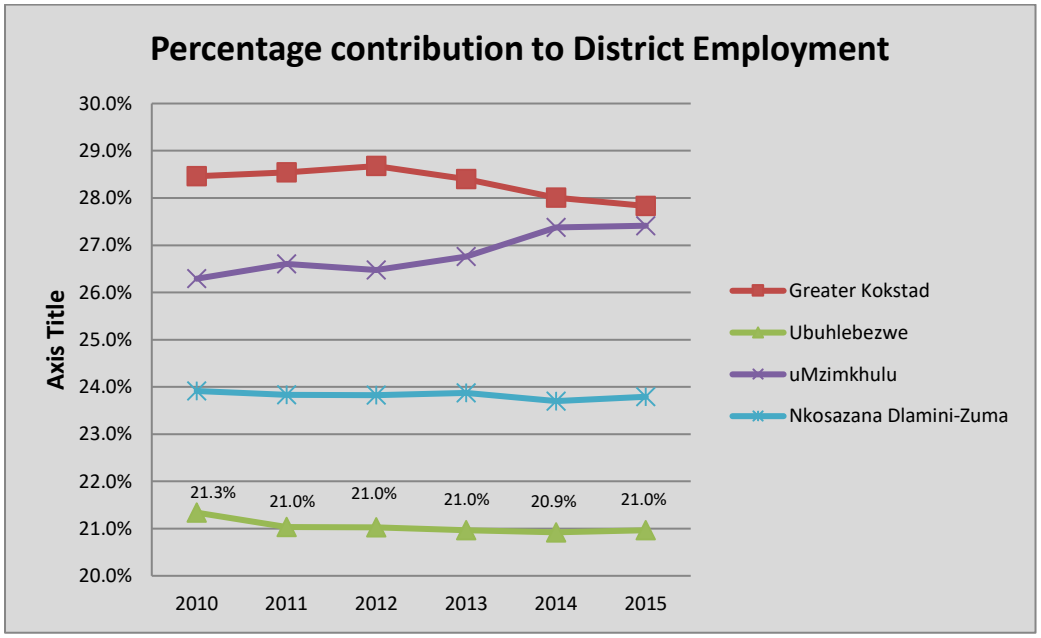
Source: Stats SA Community Survey (2016)

Employment status

The table below depicts the total number of employment from 2010 to 2015. The table shows a steady in increase in the total number of people employed except for 2011 which experienced a decline to 19631 from 20217. In terms of percentages the average employment contribution to the district population has declined by 0,3% between 2010 and 2015. The total number of unemployed people at Ubuhlebezwe Municipality correlates directly with the total employment per municipality in that for 2011 there was a decline in the number of people employed (4843) as compared to 2010 (5150).

	2010	2011	2012	2013	2014	2015
				101	107	112
Harry Gwala	94 749	93 351	96 088	051	537	306
Greater Kokstad	26 964	26 643	27 553	28 698	30 117	31 256
Ubuhlebezwe	20 217	19 631	20 202	21 188	22 498	23 546
uMzimkhulu	24 910	24 832	25 438	27 043	29 437	30 786
Nkosazana Dlamini-Zuma	22 658	22 245	22 894	24 122	25 486	26 718

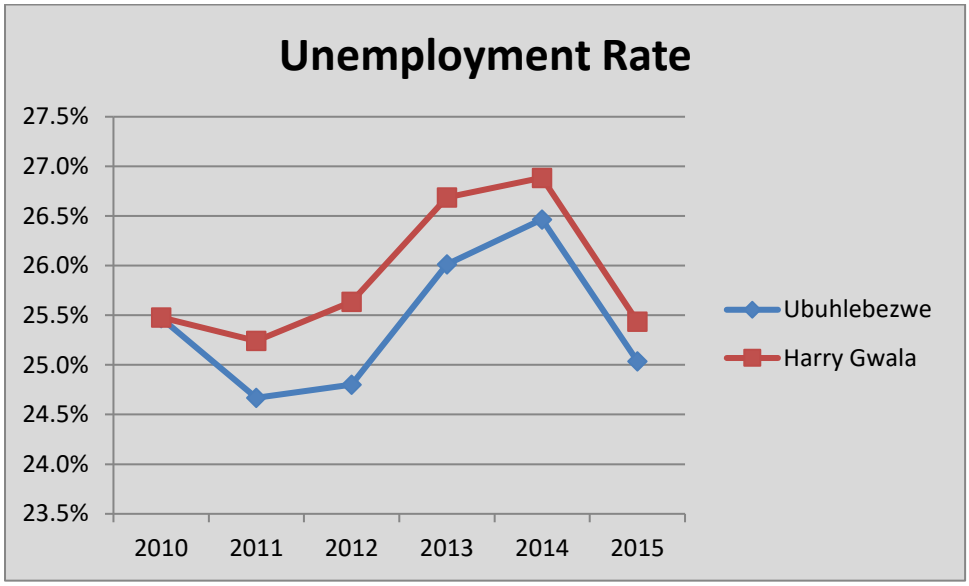
Total Employment per Municipality. Quantec (2015)



Percentage contribution of HGDM local municipalities to District Employment. Quantec (2015)

	2010	2011	2012	2013	2014	2015
Ubuhlebezwe	5 150	4 843	5 011	5 512	5 954	5 895
Harry Gwala	24 140	23 563	24 634	26 967	28 912	28 568

Number of the unemployed people. Quantec (2015)



Unemployment Rate of Ubuhlebezwe Local Municipality vs HGDM. Quantec (2015)

SERVICE DELIVERY OVERVIEW

Ubuhlebezwe Municipality although striving for excellency, there are still some challenges in terms of service delivery, that of the municipality has already engaged on processes to address them. There is a challenge with the landfill site; currently the municipality is using the one at Umzimkhulu Municipality. There are also financial constraints, since we have a low revenue base and are highly dependent on Grant Funding. The municipality is unable to retain skills staff due to location and the development of the town. Funds are so limited that the municipality is unable to address backlog in terms of CIP. We are experiencing difficulty in attracting economic and investment opportunities to the urban area due to aging and inadequate infrastructure. The municipality is also provides public facilities and there is much of vandalism from the communities that we are trying to develop. The municipality wants to extend the town of Ixopo but there is a challenge of land availability, since the land is privately owned. We are slowly making moves to buy land around town for development.

ORGANIZATIONAL DEVELOPMENT OVERVIEW

Organizational development, in essence, is a wide effort to increase an organization's effectiveness and/or efficiency to enable the organization to achieve its strategic goals.

Organizational development with the Ubuhlebezwe Municipality is a priority as we would like to:

• Attain optimal performance from our employees,

• Provide opportunities and an environment where staff is able function as part of the Municipality at large developing them to their full potential,

• Increase effectiveness of the organization in terms of all of its goals,

• Create an evolving and ever growing environment, in which it is possible for employees to be enthusiastic and able to undertake challenges,

• Develop platforms where issues are prioritized in such a way that it changes and improves the individual and organizational performance.

The Municipality took various strides towards this by:

1. Developing a comprehensive Workplace Skill Plan and offering bursaries to employees as a means of developing and having a more focused approach to staff development,

2. Developing a systematic approach, PMS Policy and other related documents for affected parties, towards the cascading of PMS to middle management for implementation.

3. Creating a culture of systematic reporting in undertaking performance assessments for Departmental Heads and Managers every quarter,

4. Reviewing its organizational structure to address gaps within departments as a means of ensuring effectiveness of departments the organization on the whole.

5. Undertaking specific strategic planning sessions i.e. Policies, budgeting, adjustments budget, SDBIP, IDP etc. wherein relevant officials are directly involved in the compilation of the said documents therefore promoting accountability and ultimately performance.

6. Exercising strict project management, in that service level agreements are now standard, with every project ensuring performance of service providers and thus improving service delivery and reaching municipal objectives.

STATUTORY ANNUAL REPORT PROCESS:		
No.	**Activity**	**Timeframe**
1	Consideration of next financial year's Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period.	**July**
2	Implementation and monitoring of approved Budget and IDP commences	
3	Finalise 4th quarter Report for previous financial year	
4	Audit/Performance committee considers draft Annual Report of municipality	**August**
5	Mayor tables the unaudited Annual Report	
6	Municipality submits draft Annual Report including consolidated annual financial statements and performance report to Auditor General.	
7	Submit draft Annual Report to Internal Audit and Auditor-General	
8	Auditor General assesses draft Annual Report including consolidated Annual Financial Statements and Performance data	**September - October**
9	Municipalities receive and start to address the Auditor General's comments	**November - December**
10	Oversight Committee assesses Annual Report	
11	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	**January**
12	Audited Annual Report is made public and representation is invited	
13	Council adopts Oversight report	**March**
14	Oversight report is made public	
15	Oversight report is submitted to relevant provincial councils	

CHAPTER 2 – GOVERNANCE

INTRODUCTION TO GOVERNANCE

Ubuhlebezwe has been able to maintain a strong relationship between Administration and Council, this has contributed greatly to the stability of the institution and has yielded positive result. The lines of reporting are clear and there is no interference in Administration by politicians and visa versa. Funds have been allocated to ensure the capacitation of the Municipal workforce.

POLITICAL STRUCTURE:



Cllr ZD Nxumalo – Mayor



Cllr EB Ngubo – Deputy Mayor



Cllr CZ Mngonyama - Speaker



Cllr ET Shoba - EXCO Member



Cllr CN Ntabeni – EXCO Member



Cllr GJ Ngcongo – EXCO Member

POLITICAL AND ADMINISTRATIVE GOVERNANCE

There are three tiers of government: national, provincial and local - i.e. municipalities. S151(3) of the Constitution gives municipalities the power to govern their own affairs, subject to national and provincial legislation as provided for in the Constitution, while S151(4) prevents national and provincial government compromising or impeding the exercise of municipal power.

It is with this that the political and administrative governance of Ubuhlebezwe Municipality is closely linked but exercised through clear processes of taking political goals and implementing them through systematic administrative procedures. Our political and administrative governance can be outlined as follows:

POLITICAL GOVERNANCE

The Council (chaired by the Speaker) together with the Executive Committee (chaired by the Mayor) are the 2 decisive structure within the organisation and have 3 (three) portfolio Committees reporting thereto. Portfolio Committees, chaired by Exco members are aligned to the core functions of the existing departments, namely the Social Development; the Administration and Human Resources; and the Infrastructure, Planning and Development Committees. The Finance Committee also formulated by Council is chaired by the Mayor and deals with financial management issues focusing on compliance reporting, budgeting, income and expenditure, systems and procedures, revenue enhancement etc.

Additional to that, is the Audit and the Oversight/ MPAC Committee reporting directly to Council and the sub-committee, the Local Labour Forum reporting to the AHR Portfolio Committee.

The mentioned committees provide structural reporting to various levels to ensure extensive interrogation before such is tabled before council or Exco and also to ensure proper monitoring and oversight over the performance of departments.

COUNCILLORS

Also refer to **Appendix A & B** which sets out committees and committee purposes.

Political governance within Ubuhlebezwe Municipality is comprised of 27 (twenty seven) Councillors with 14 of such being Ward Councillors and the remaining forming part of public representatives with affiliated parties such as the ANC, IFP, EFF and DA; with the majority being that of the ANC.

POLITICAL DECISION TAKING

There are three tiers of government: national, provincial and local - i.e. municipalities. S151(3) of the Constitution gives municipalities the power to govern their own affairs, subject to national and provincial legislation as provided for in the Constitution, while S151(4) prevents national and provincial government compromising or impeding the exercise of municipal power.

It is with this that the political and administrative governance of Ubuhlebezwe Municipality is closely linked but exercised through clear processes of taking political goals and implementing them through systematic administrative procedures.

Our decision making is governed by both political and administrative leadership, which comprises of 27 Councillors and 4 Amakhosi together with 5 Departmental heads, respectively. All of which are appointed to sit on Council Committees wherein decisions are taken depending on the delegation of powers assigned to the relevant committee and on the terms of reference thereof.

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ADMINISTRATIVE GOVERNANCE

The Municipal Manager as the accounting officer is the administrative head responsible for the implementation of organisational goals in line with the national key performance areas namely, Municipal Transformation and Organizational goals; Basic Service Delivery; Local Economic Development; Municipal Financial Viability and Management; and lastly Good Governance and Public Participation.

The Municipal Manager provides leadership and direction through effective strategies, in order to fulfil the objectives of local government which are provided for in the Constitution

of the Republic of South Africa, and any other legislative framework that governs local government.

At Ubuhlebezwe Municipality we uphold the values of integrity and honesty, promoting a culture of Collegiality throughout the municipality by delegating duties and rewarding excellence. We also strongly adhere to the Employment Equity policies and ensure that our staff complement has a fair representation in gender and race.

SENIOR MANAGEMENT :



Mr GM Sineke - Municipal Manager



Mrs SM Ndebele – Dir Infrastructure & Planning



Mrs NC Mohau – Dir Social Development

INTERGOVERNMENTAL RELATIONS

In terms of the Municipal Systems Act No. 32 of 2000, all municipalities should exercise their executive and legislative authority within the constitutional system of co-operative governance in the Constitution S41. Ubuhlebezwe is one of the five (5) municipalities within Harry Gwala District Municipality. There are five (4) portfolios which sit quarterly and coordinated by the Sisonke District. There are also Mayoral and Municipal Manager's Forums that sit on a regular basis as and when convened by the District.

PORTOLIO	CHAIRPERSON	MUNICIPALITY THE CHAIRPERSON IS COMING FROM
Social Development, Youth and Special Programmes	Mr GM Sineke	Ubuhlebezwe Municipality
Planning	Mr. L Mapholoba	Greater Kokstad Municipality
Finance and Economic Development	Mr NC Vezi	Dr Nkosazana Dlamini Zuma Municipality
Infrastructure Planning and Development	Mr ZS Sikhosana	Umzimkhulu Municipality

PUBLIC ACCOUNTABILITY AND PARTICIPATION

OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

The rationale behind uBuhlebezwe Municipality putting community participation on its strategic and operational agenda is because Section 152 (1) (e) of the Constitution of the Republic of South Africa states that one of the objectives of local government is to encourage the involvement of communities and community organizations in the matters of local government thus taken initiatives to honour this constitutional obligation.

Accountability and participation refers to the extent to which stakeholders can influence development by contributing to the project design, influencing public choices, and holding public institutions accountable for the goods and services they are bound to provide.

Adhering to Section 152 (1) (e) of the Constitution of the Republic of South Africa Ubuhlebezwe Municipality Promoted social Cohesion between itself and its Citizens by;

- Encourages its citizens to make meaningful influence in a decision making process such as policy development, Planning, and Budgeting.
- Strengthening the voice of its communities on its matters so that they become architects of their own development.

Putting community participation on the strategic and operational agenda is the rationale behind uBuhlebezwe Municipality.

WARD COMMITTEES

Functionality of Ward Committees

Ward Committees are being monitored every quarter through a revised approach. Functionality of ward committee is assessed as per the following indicators:

- Number of ward committee meetings held
- Number of meetings chaired by Ward Councillor
- Percentage of attendance
- Number of community meetings held
- Number of sectorial reports submitted
- Number of ward reports submitted to the municipality

Assessment period	No. of Wards	No. of Functional Ward	Functional wards	Non - Functional Wards	No. of non-functional Wards
Jul. – Sept. 2018	14	14	All 14 Wards	0	0
Oct. – Dec. 2018	14	10	1, 2, 4, 5, 6, 7, 8, 10, 11, 1 & 14	3, 9, 12, &13	4
Jan. – Mar. 2019	14	12	1, 2, 3, 4, 5, 6, 7, 8, 9, 12, 13, 14	10 &11	2
Apr. – Jun. 2019	14	13	1, 2, 4, 5, 6, 7, 8, 9, 11, 12, 13 & 14	10	1

Number of Ward Committee Meetings Held

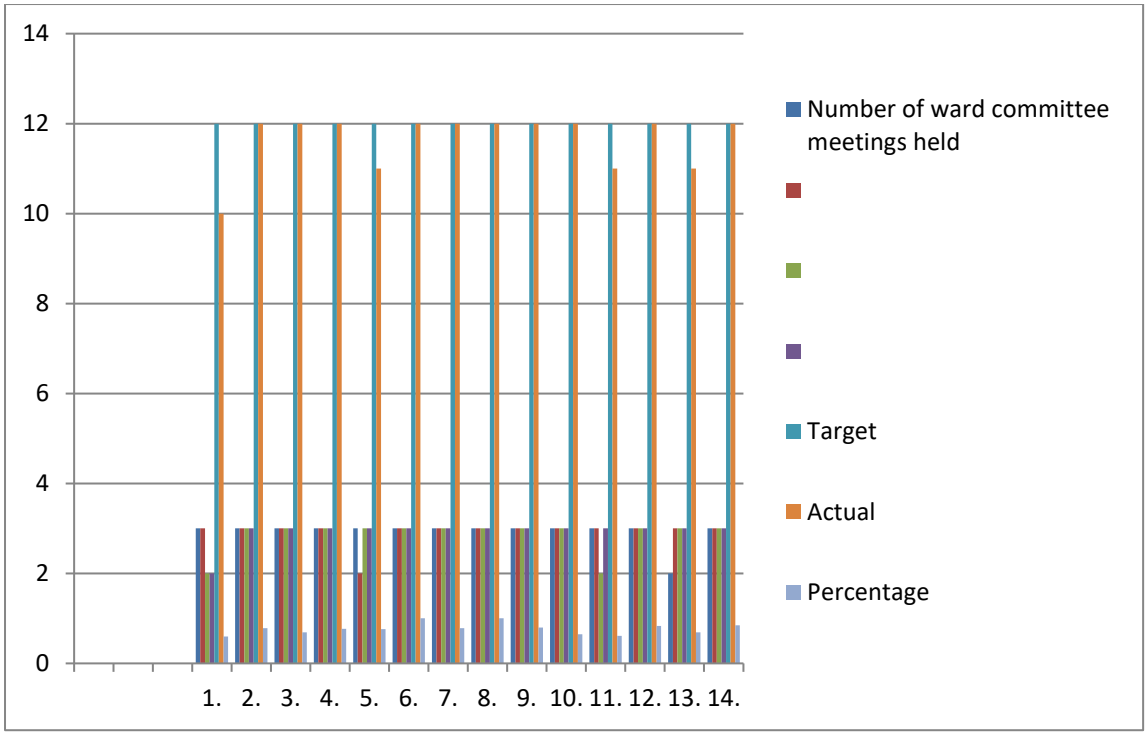
Ward based and centralized Ward committee meetings are convened as per an adopted schedule of meetings. Concurrently the Ubuhlebezwe Policy on Ward Committee Election and Operation is implemented. With regards to ward committee meeting procedures it stipulates that:

(1) (b) Ward committee meetings are convened and chaired by the Ward Councillor.

(c) Ward councillor may delegate in writing the chairing of a meeting in his/her absence to a member of the ward committee.

Ward No.	Number of ward committee meetings held per quarter				Target	Actual	Percentage
	Quarter 1	Quarter 2	Quarter 3	Quarter 4			
1.	3	3	2	2	12	10	60%
2.	3	3	3	3	12	12	78%
3.	3	3	3	3	12	12	69%
4.	3	3	3	3	12	12	77%
5.	3	2	3	3	12	11	76%
6.	3	3	3	3	12	12	100%
7.	3	3	3	3	12	12	78%
8.	3	3	3	3	12	12	100%
9.	3	3	3	3	12	12	80%
10.	3	3	3	3	12	12	65%
11.	3	3	2	3	12	11	61%
12.	3	3	3	3	12	12	83%
13.	2	3	3	3	12	11	69%
14.	3	3	3	3	12	12	85%

Below is the bar chart that depicts number of ward committee meetings her held per quarter for the final year 2018/2019:



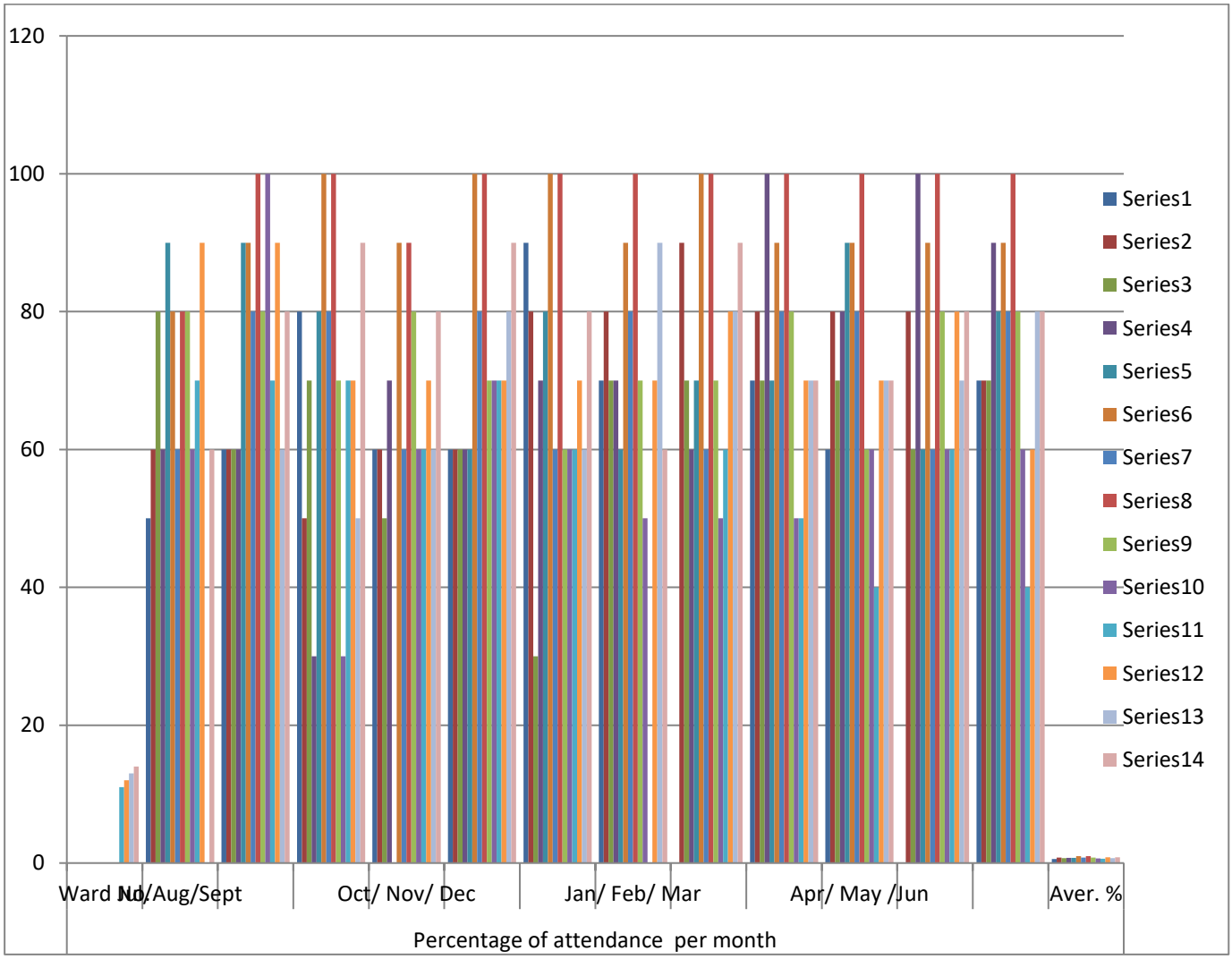
Percentage of attendance:

Ward Committees as an official specialized participatory structure attends monthly meetings to discuss issues that affect communities to come up with possible solutions. Ubuhlebezwe Municipality pays of Out-of Pocket Expenses to its members subject to submission of the following portfolio of evidence:

- Monthly submission of minutes
- Monthly submission of signed attendance register
- Monthly submission of sectorial reports

Ward No.	Percentage of attendance per month												Aver. %
	Jul/Aug/Sept 2018			Oct/ Nov/ Dec 2018			Jan/ Feb/ Mar 2019			Apr/ May /Jun 2019			
1.	50	60	80	60	60	90	70	-	70	60	-	70	60%
2.	60	60	50	60	60	80	80	90	80	80	80	70	78%
3.	80	60	70	50	60	30	70	70	70	70	60	70	69%
4.	60	60	30	70	60	70	70	60	100	80	100	90	77%
5.	90	90	80	-	60	80	60	70	70	90	60	80	76%
6.	80	90	100	90	100	100	90	100	90	90	90	90	100%
7.	60	80	80	60	80	60	80	60	80	80	60	80	78%
8.	80	100	100	90	100	100	100	100	100	100	100	100	100%
9.	80	80	70	80	70	60	70	70	80	60	80	80	80%
10.	60	100	30	60	70	60	50	50	50	60	60	60	65%
11	70	70	70	60	70	60	-	60	50	40	60	40	61%
12	90	90	70	70	70	70	70	80	70	70	80	60	83%
13	-	60	50	60	80	60	90	80	70	70	70	80	69%
14	60	80	90	80	90	80	60	90	70	70	80	80	85%

Below is the bar chart that depicts percentage of attendance per month for the final year 2018/2019:



Number of Ward Reports Submitted to the Municipality

Recommendations made by the ward committee to be formalized in a form of a ward report. A ward report translated the implementation of a Ward Operational Plan by ward Councillors in their respective wards. It gives a clear indication of the following:

- ward committee meetings convened and attended by members,
- Community report back meetings held, participation by members and issues discussed,
- War rooms held in wards, participation by members and issues discussed,
- Ward projects, role played by members and projects status

Number of wards	Number of ward reports submitted per quarter				Target	Actual
	Quarter 1	Quarter 2	Quarter 3	Quarter 4		
14	14	11	14	14	56	53

Ubuhlebezwe Ward Committee Award Ceremony 2018/2019

The Concept of Ward Committee/War room Awards Ceremony unfolded on the 5th of December 2018 at the Peace initiative Hall. As per an adopted Ubuhlebezwe Ward Operational Plan which clearly recommends that ward committee must receive recognition for going an extra mile in their respective portfolios. The notion for the collaboration of this ceremonial occasion is to showcase the functionality of these structures at ward level and furthermore as token of encouragement wherein excellent performance is recognised.
The Provincial Cogta Public Participation Unit makes provisions for an approach and guidelines to improve sustain and monitor ward committee functionality through specific indicators.

Categories for the Ward Committee Awards

Functionality Achievement Award
100% Attendance Achiever Award (Ward level)
100% Reporting Achiever Award (Ward level)
Best Performing member per ward (14 members)
Best performing sector (No. 1, 2 and 3)
Most Improved ward
Best performing Ward Support Clerk (No.1, No. 2, and No. 3)
Best performing ward committee (Overall)

Categories of War Room Awards

Best Performing Department (War Room per Ward)
Best Innovative War Room
Best Performing Department (overall)
Best Performing War Room

Alignment with Strategic Plan

Ward Committee/Warroom Awards Ceremony is aligned with IDP Strategic Objectives which promotes Good Governance and accountability to the citizens of Ubuhlebezwe. Ward committees are motivated to effectively support Ward Councillors and to serve the community by providing feedback on issues raised.

Stakeholder's Involved

- The Provincial Gogta Public Participation Unit
- Office of the Premier
- LTT Stakeholders





Community Works Programme (CWP)

Community Works Programme is poverty alleviation programme initiated by National Department of Corporative Governance and Traditional Affairs. Ubuhlebezwe as one of sites of the programme consists of 14 wards with 1023 participant. The municipality is in partnership with the following parastatals:

- Icembe Foundation as an implementing agent
- Economic Development, Tourism & Environmental Affairs (EDTEA)
- Harry Gwala House of Traditional Leadership
- National Development Agency (NDA)
- Department of Social Development
- Department of Agriculture
- Department of Education
- Department of Health
- TREE and Smart Start
- COUNT

The split of participants per ward is as follows:

Ward 1 : 67 participants
Ward 2 : 85
Ward 3 : 85
Ward 4 : 59
Ward 5 : 78
Ward 6 : 98
Ward 7 : 62
Ward 8 : 73
Ward 9 : 67
Ward 10 : 75
Ward 11 : 92
Ward 12 : 81
Ward 13 : 33
Ward 14 : 43

Activities performed through the programme are as follows:

- Cleaning of schools and community halls
- Repairs to the school fence
- Cleaning of illegal damping
- Street cleaning
- Cleaning public places
- ECD
- Establishments of rubbish pits
- Cleaning of bush and overgrown area
- Repairing roads and pavements
- Community gardens
- HBC
- OVC's
- Repair to vulnerable homes

COMMUNITY BASED PLANNING:

Community Based Planning (CBP) has been rolled out in Ubuhlebezwe with an aim to develop plans that will inform the municipalities Integrated Development Plan (IDP). Community involvement in CBP improves the quality of plans, services, community solidarity, communal ownership of projects and minimizes chances of protests. In developing ward based plans for twelve wards of Ubuhlebezwe, Public Participation Unit has applied a bottom-up participatory which entails the following CBP elements:

- The CBP processes that is empowering and bring about broad action in the community,
- CBP based on strengths and opportunities not needs,
- CBP that identifies where support is needed from outside,
- Sustainable CBP as it is developed through legitimate structures.

The composition of CBP participants are community representatives from structures e.g. Ward Committees, Community Care Givers, forums that are in existence in the wards and general members of the community which is a full complement of a War Room representation.

CDW's INVOLVEMENT IN THE MUNICIPALITY

Community Development Workers (CDW"s) in Ubuhlebezwe are placed in all wards. Their role is to ensure that service delivery reaches all spectrums by assisting in fast tracking social services to those who are unable to help themselves. Working very close with municipality and sector departments they provide support to war rooms champions in ensuring that war rooms

are functional. They advise sector departments with regards to necessary interventions emanated from household profiling.

IDP PARTICIPATION AND ALIGNMENT:

IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year projects?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 57 Managers	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes
Were the four quarter aligned reports submitted within stipulated time frames?	Yes
* Section 26 Municipal Systems Act 2000	

CORPORATE GOVERNANCE

INTERNAL AUDIT ACTIVITY

The Ubuhlebezwe Local Municipality has an Internal Audit Activity which has been fully functional for the year under review. The roles and responsibilities of the Internal Audit Activity are set out in Section 165 of the Municipal Finance Management Act, 56 of 2003 as follows:

- Prepare a risk-based audit plan and an internal audit program for each financial year;
- Advise and report to the Accounting Officer and the Audit Committee on the implementation of the internal audit plan and matters relating to:
  - Internal audit;
  - Internal controls;
  - Accounting procedures and practices;
  - Risk and risk management;
  - Performance management;
  - Loss control; and
  - Compliance with the MFMA, the annual Division of Revenue Act and any other applicable legislation; and
- Perform such other duties as may be assigned to it by the Accounting Officer.

The Internal Audit Activity functionally reports to the Audit Committee and administratively to the Accounting Officer. Internal audit uses systematic processes which determine whether established procedures are being followed and whether internal controls are operating effectively. The internal audit observes and formally assesses governance risk and control structural design and operational effectiveness while not being directly responsible for operations

The Internal Audit Activity complied with section 165 of the MFMA by developing a risk-based internal audit plan and an audit program.. The risk-based internal audit plan was implemented successfully; the internal audit reports were submitted to the Audit and Performance Audit Committee quarterly. The progress of the internal audit plan was monitored quarterly to ensure that projects are competed timely.

RISK MANAGEMENT:

Section 62 (1)(c)(i) of the Municipal Finance Management Act(MFMA) states that, the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control.

The MFMA establishes responsibility for Risk Management at all levels of management and thus becomes everybody's responsibility.

Ubuhlebezwe municipality ensures compliance with section 62(1)(c)(i) of the MFMA. The risk management workshop was conducted in June 2019 to update the municipality's risk register. The risks are recorded on the municipality's risk register and are continuously monitored by the Risk and compliance officer.

The municipality has a Risk management committee in place. The Risk management committee held four (4) meetings during the year to monitor the implementation of action plans to mitigate identified risks. The Risk management committee reports are discussed with the Accounting officer and tabled to the Audit and Performance Audit Committee quarterly.

The Council has adopted a Risk Management Policy and Framework that enables management to proactively identify and respond appropriately to all significant risks that could impact badly on the achievement of municipal goals and strategic objectives

The top four (4) risks facing the municipality are:

1. Failure to recover data and systems effectively in the event of disaster
2. Unavailability of land for cemeteries
3. Inability to account for municipal assets
4. Ineffective project management.

ANTI-CORRUPTION AND FRAUD

Ubuhlebezwe municipality has an approved fraud and anti-corruption strategy in place, which comprises a fraud prevention plan, fraud response plan and a fraud ethics policy.

Fraud Prevention Plan – set out a detailed step by step action plan to implement the Fraud Prevention Strategy and responsibilities and deadlines are assigned to each step.

Fraud Response Plan - A Fraud Response Plan set out clear, prompt and appropriate actions that must be taken when fraud is suspected. This will greatly assist officials who are unlikely to have experienced fraud before. The creation of a Fraud Response Plan increases the likelihood that the crisis will be managed effectively ensuring minimum loss and appropriate outcomes.

The Fraud Ethics Policy has been implemented in order to stress:

- The need for all to demonstrate the highest standard of personal and corporate ethics,
- The need for compliance with all laws and regulations,
- That Ubuhlebezwe values integrity and effort, not merely financial performance, in all dealings with staff, the public and suppliers,
- The desire to be open and honest in all internal and external dealings,
- That the policy applies consistently to all staff, whatever their level.

The key risk areas which are prone to fraud in most institutions include the procurement process, embezzlement and theft of cash etc. Ubuhlebezwe has ensured segregation of duties in these key risk areas, access controls have been improved. KZN COGTA has assisted the municipality by conducting a fraud awareness workshop in February 2019.

BY-LAWS

By-laws cover various local government issues such as public roads and miscellaneous, parking grounds, public open spaces, street trading, selling and undertakings of liquor to the public, public health, cemeteries and crematoria, emergency services, culture and recreation services, encroachment on property .Ubuhlebezwe Municipality has a total number of 24 (twenty four) bylaws which were adopted by Council on the 4th December 2014 together with their Fine Schedules following Public Participation and Magistrates' approval of the Fine Schedules.

The following Bylaws and applicable fine schedules were gazetted on the 9th February 2016.

ADOPTED BYLAWS	DEVELOPED/ REVIEWED	PUBLIC PARTICIPATION CONDUCTED PRIOR TO ADOPTION OF BYLAWS (YES/ NO)	DATES OF PUBLIC PARTICIPATION	BYLAWS GAZETTED (YES/ NO)	DATE OF ADOPTION BY COUNCIL
ACCOMMODATION ESTABLISHMENT	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 29 of 2016)*	*04/12/14*
ADVERTISING BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 28 of 2016)*	*04/12/14*
BUILDINGS REGULATIONS BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 31 of 2016)*	*04/12/14*
BYLAWS RELATING TO THE KEEPING OF DOGS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 30 of 2016)*	*04/12/14*
CEMETERY LAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 32 of 2016)*	*04/12/14*
BY-LAWS RELATING TO CHILDCARE SERVICES	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 34 of 2016)*	*04/12/14*

BYLAWS FOR THE CONTROL AND DISCHARGE OF FIREWORKS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 35 of 2016)*	*04/12/14*
CONTROL OF UNDERTAKINGS THAT SELL LIQUOR TO THE PUBLIC	*DEVELOPED*	*YES*	*2014*	*YES(Notice No. 37 of 2016)*	*04/12/14*
CREDIT CONTROL AND DEBT COLLECTION	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 41 of 2016)*	*04/12/14*
PROPERTY ENCROACHMENT BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 42 of 2016)*	*04/12/14*
BYLAWS RELATING TO THE ESTABLISHMENT AND CONTROL OF RECREATIONAL FACILITIES	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 39 of 2016)*	*04/12/14*
FENCES AND FENCING BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 27 of 2016)*	*04/12/14*
FIRE PREVENTION BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 40 of 2016)*	*04/12/14*
GENERAL & NUISANCE BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 38 of 2016)*	*04/12/14*
INFORMAL TRADING BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 36 of 2016)*	*04/12/14*
INTEGRATED WASTE MANAGEMENT (RECYCLING) BY-LAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 33 of 2016)*	*04/12/14*
BYLAWS RELATING TO THE KEEPING OF ANIMALS AND BIRDS BUT EXCLUDING DOGS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 43 of 2016)*	*04/12/14*
LIBRARY BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 49 of 2016)*	*04/12/14*
MUNICIPAL POUND BYLAW	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 45 of 2016)*	*04/12/14*
PUBLIC ROADS AND MUNICIPAL STREETS BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 46 of 2016)*	*04/12/14*
BYLAWS RELATING TO PUBLIC AMENITIES	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 46 of 2016)*	*04/12/14*
MUNICIPAL PUBLIC TRANSPORT BY-LAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 47 of 2016)*	*04/12/14*
ROAD TRAFFIC BYLAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 50 of 2016)*	*04/12/14*
STORMWATER MANAGEMENT BY-LAWS	*DEVELOPED*	*YES*	*2014*	*YES (Notice No. 51 of 2016)*	*04/12/14*

WEBSITE

The municipality constantly strives to make information that is relevant, fresh, accurate and consistent available through its website to keep visitors well informed. Furthermore, we endeavour to run a website that is useful to visitors while being a continuous communication bridge between the community and the organization. Other responsibilities include compliance with Section 75 of MFMA that requires the municipality to publish documents for the purpose of access to information and transparency.

Our website currently is compatible with mobile phones and can be accessed via www.ubuhlebezwe.gov.za

PUBLIC SATISFACTION ON MUNICIPAL SERVICES

Ubuhlebezwe Municipality has never experienced major challenges regarding service delivery protests on services under its mandate. There have been community unrests with community demands ranging from Water, Electricity, Housing, these have been addressed with assistance from the relevant Provincial Departments and District Municipality. There is still a challenge of some areas not having services such as water and electricity and even though these may not be our competencies, we are constantly in engagements with the relevant structure on how we can eradicate all service delivery backlogs.

In the 2018/19 financial year, the Municipality has conducted a Community Survey through our Public Participation Unit, this has been done to clearly identify the arears where the community is greatly dissatisfied so that we may find ways to improve. We also want to rate ourselves, see where we are doing well and continue improving in those areas.

CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I)

BASIC SERVICES

PLANNING DEVELOPMENT

Ubuhlebezwe Municipality is one of the five Local Municipalities that exist within the Harry Gwala District. The main administrative centre of the Municipality is the town of Ixopo and is strategically located at the intersection of four major provincial routes leading to Pietermaritzburg, the Drakensberg, the Eastern Cape and the South Coast (R56 and R612). A total of ±8,994 inhabitants reside in Ward 10. Two commercial nodes viz. Ixopo and Highflats characterize the Ubuhlebezwe municipal area.

In terms of the Municipal Systems Act all Municipalities are required to prepare and review their IDP during the 5-Year period of its lifespan. As part of the IDP process, the municipality has developed a Spatial Development Framework (SDF). Ubuhlebezwe Municipality finalised the development of a four generation IDP and SDF which were adopted by the municipal council on the 23 of May 2019.

Moreover, a number of sector plans have been developed/reviewed, which impact on a number of spatial issues such as the; Housing Sector Plan and Migration Plan (HSP), Three Year Capital Investment plan, Spatial Development Framework, Urban Regeneration Plan which unanimously informs the development and growth of the Municipal jurisdiction. It should be noted that the Municipality also facilitated the preparation of the Wall to wall Land Use Management Scheme as well as the Rural Land Use policy to look into the alignment with the elements of the Spatial Planning and Land Use Management Act No. 16 of 2013.

The single Municipal Planning Tribunal (MPT) has been developed as requirement in terms of the Spatial Planning and Land Use Management Act of 2013 (SPLUMA). On 23 February 2017 Council adopted and approved names of persons to serve on the MPT as required by SPLUMA. SPLUMA also requires that the names of MPT nominees be gazette and a notice informing the public of the MPT Establishment be advert on a local newspaper, this has been done.

HUMAN SETTLEMENTS

PURPOSE

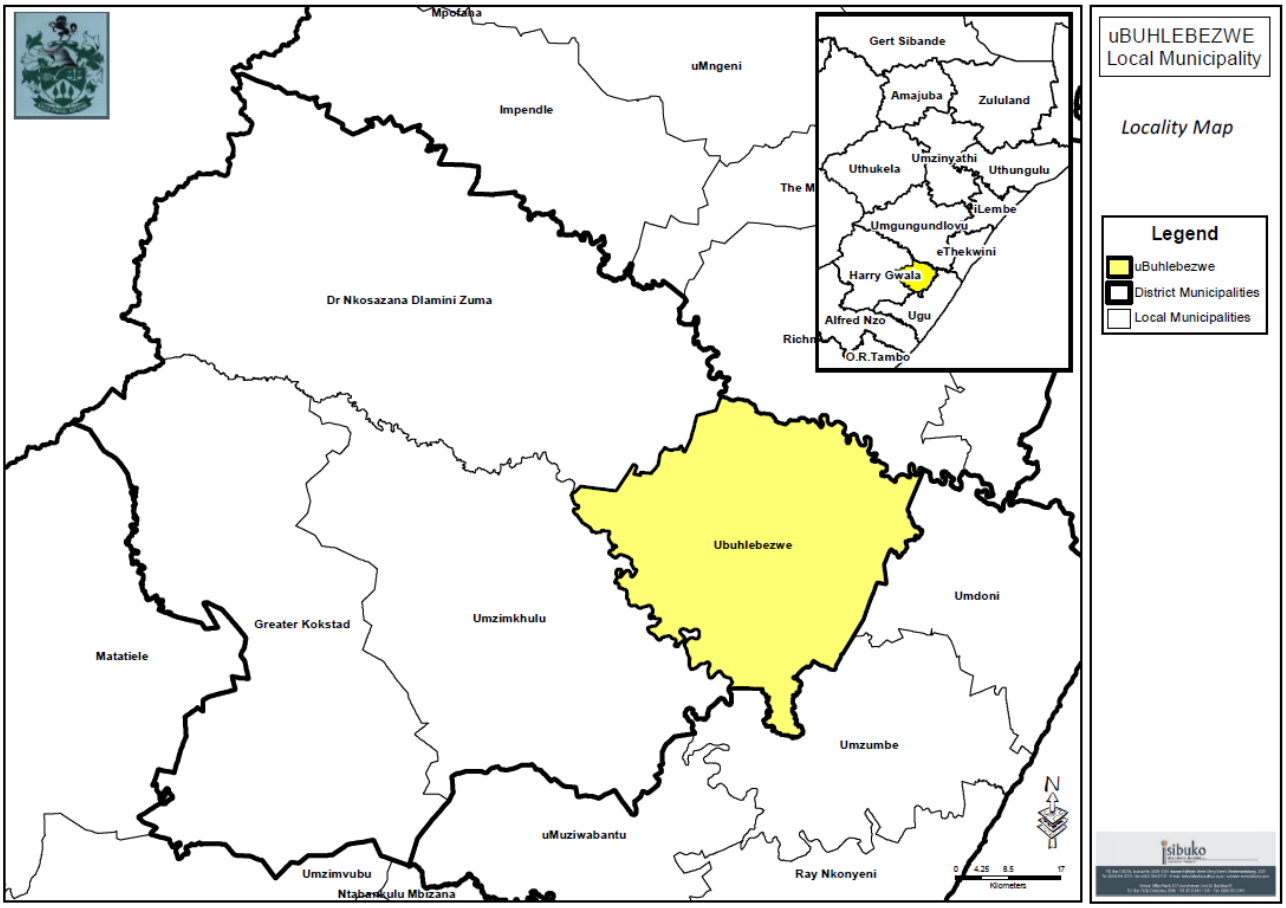
The Constitution of the Republic of South Africa, 1996 and the associated Bill of Rights establishes the right of all citizens of the Republic of South Africa to have access to adequate shelter. In response to this Constitutional imperative, the Government introduced the Housing Act, 1997 (Act No 107 of 1997) which requires each municipality, as part of its integrated development planning process, to take reasonable and necessary measures within the national and provincial policy towards the progressive realization of this right. This includes initiating, planning, coordinating, promoting and enabling appropriate housing development within its area of jurisdiction.

Ubuhlebezwe is located along the eastern boundary of the Harry Gwala District Municipality and borders onto the Dr. Nkosazana Dlamini Zuma, Richmond, Umzumbe and UMzimkhulu local municipalities. It covers an area of approximately 1604km^2 and has a total population of about 118 346 people (Community Survey 2016) spread throughout 14 wards. The municipal area includes twelve Traditional Councils, located along the periphery of the municipality.

Ubuhlebezwe has strong north-south and east-west linkages within its region. This is achieved via R56, which links it to areas such as Pietermaritzburg to the north and Kokstad to the south. R612 provides regional access and linkages with the South Coast tourism region in the east and Southern Drakensburg to the west. It is located in one of the prime agricultural regions within the Province and it is well known for high agricultural potential, particularly dairy farming, livestock faming, forestry and dryland crop production.

Ixopo is identified as the primary node and plays an important role in the region. This recognizes its strategic location and potential role in regional development, service delivery and governance. The town is developed with social, economic and physical infrastructure that benefit the entire municipal area and beyond. It is largely a rural town, which services the community, farmlands and expansive rural settlements.

Map 1: Locality Map



Human Settlements:

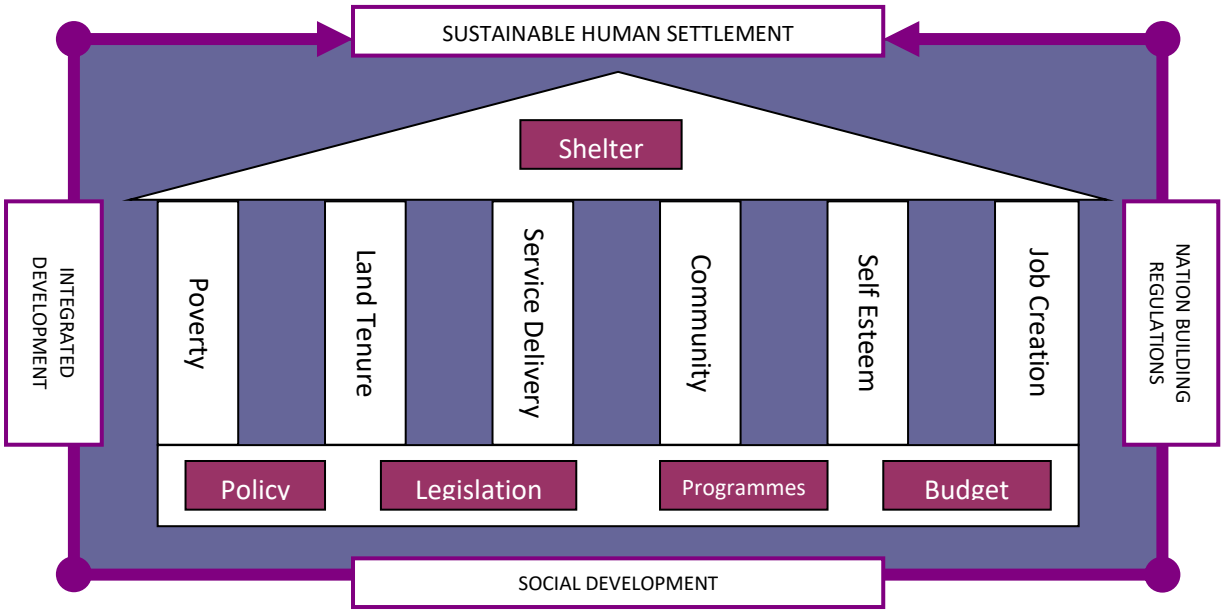
The 1976 Vancouver Declaration defined human settlement as:

> *the totality of the human community - whether city, town or village - with all the social, material, organizational, spiritual and cultural elements that sustain it. The fabric of human settlements consists of physical elements and services to which these elements provide the material support.*

The physical components comprise of the following (refer to Figure 1):

- Improving access to shelter (a house);
- delivery of basic services;
- upgrading of land tenure rights;
- improving access to social facilities and services;
- affirming the integrity and dignity of the beneficiaries;
- unlocking economic development potential; and
- improving amenity.

Figure 1: Housing Concept



Over the years, the concept of human settlements has been developed further into a strategic framework for overall socio-economic development. Human settlements are the spatial dimension as well as the physical expression of economic and social activity. The creation of sustainable human settlements is inevitably an objective for social development as it defines and conditions the relationship between where people live, play and work on the one hand and how this occurs within the confines of the natural environment.

It is one of the most visible and quantifiable indicators of the society's ability to meet one of its basic needs – shelter, and a pre-requisite for sustainable human development and economic growth. Future human settlement projects within Ubuhlebezwe Municipality should aim to achieve all of these development goals within the broader national housing delivery policy, and planning and service delivery program of the Municipality.

Role of the Municipality:

Since the introduction of the Housing Act, (Act No. 107 of 1997), the National government has introduced a comprehensive programme to address a range of housing needs in South Africa. The programme is outlined in the National Housing Code and the recently introduced Comprehensive Plan for the Creation of Sustainable Human Settlements (commonly known as Breaking New Ground). The National Housing Code (March 2000) sets out clearly the National Housing Policy of South Africa. It identifies the primary role of the municipality as taking all reasonable and necessary steps, within the framework of national and provincial legislation and

policy, to ensure that the inhabitants within its area of jurisdiction have access to adequate housing on a progressive basis.

This entails the following:

- Initiating, planning, facilitating and coordinating housing development. This can be undertaken by the municipality itself or by the appointment of implementing agents.
- Preparing a housing delivery strategy and setting up housing development goals.
- Setting aside, planning and managing land for housing.
- Creating a financially and socially viable environment for housing delivery.
- Facilitating the resolution of conflicts arising from housing delivery initiatives.
- Facilitating the provision of bulk services.
- Administering national housing programmes.
- Expropriating land for housing development.

The aim of this plan is to assist the municipality in fulfilling the abovementioned role assigned to it in terms of the National Housing Code.

Aims and Objectives of the Housing Sector Plan

The Human Settlement Sector Plan for Ubuhlebezwe Municipality is a five-year (2016 to 2020) strategic guide for the transformation of existing human settlements and development of new sustainable human settlements in line with the national human settlement development policy. Its primary aim is to move the human settlement development programme beyond the provision of basic shelter towards achieving the broader vision of sustainable human settlements and efficient spatial systems.

Its objectives are as follows:

- To reduce housing backlog in line with the national and provincial norms, standards and targets.
- To provide for the introduction of a variety of housing typologies and densities in appropriate locations in line with the Ubuhlebezwe Municipality SDF.
- To contribute towards spatial transformation and creation of an efficient settlement and spatial pattern.
- To facilitate rapid and cost-effective release of land for human settlement development purposes.

- To integrating human settlement projects with other development programmes within the context of the Ubuhlebezwe Municipality Integrated Development Plan and the Harry Gwala District Integrated Development Plan.
- To build capacity for effective human settlement development.

The Ubuhlebezwe Municipality will review the plan annually (as part of the IDP review process) to take into account changes in development trends, progress made in the implementation of the plan and emerging (new) human settlement needs in the Ubuhlebezwe Municipality.

SCOPE OF THE HUMAN SETTLEMENT SECTOR PLAN

The following are to be addressed in the plan:

- Analysis of the local context (spatial, demographic, economic and social);
- Establishing current housing backlog and demand (numerical extent and number of potential beneficiaries per subsidy instrument/ priority issue);
- Analysis of the current housing situation (housing projects, land reform/ restitution projects);
- Developing a pipeline of planned projects (as per Housing Planning Template, i.e. linked to priority housing issues, objectives and strategies; with linkages between strategies and the provincial Department of Human Settlement's programmes, with quantum funding targets per subsidy instrument and with project details per financial year);
- Land identification (location, ownership, access to community and social services, availability of bulk and/ or connector services, accessibility in terms of transport and economic opportunities,
- Promotion of spatial integration and indicating areas prioritised for housing development;
- Integration with other sectors (including land reform, transportation, education, health, etc.);
- Performance management (i.e. performance indicators per priority issue); and
- Developing an appropriate institutional framework for an effective management of the human settlement development programme.
- The Migration plan must be prepared to cater for inflows / outflows / overflows of the population located in informal settlements within Ubuhlebezwe. As such, the following must be addressed:
- Analysis of existing informal settlements;

- Alignment of informal settlement upgrading with policies and frameworks of the Department of Human Settlements;
- Identify and quantify the location of existing informal settlements;
- Classification and evaluation of informal settlements;
- Assessment of migration patterns and impact on housing in the municipality.

POLICY FRAMEWORK:

The Constitution of the Republic of South Africa (Act 108 of 1996) is the supreme law of the country. It establishes housing as a right and identifies its delivery as a concurrent function between national and provincial spheres of government. As such:

- Sections 26, 27 and 29 of Chapter 2 of the Bill of Rights state that everyone has the right to access to adequate housing, health care services, social security and education. As such, the government must take steps to provide housing "within its available resources."
- Schedules 4 and 5, states that the Province has legislative competence concerning (*inter alia*) environment, urban and rural development, welfare, housing, health services, regional planning and development, (concurrent competence with national), provincial planning and provincial roads and traffic (exclusive competence).

National Housing Act, 1997 (Act No. 107 Of 1997)

The government gives effect to this mandate through the National Housing Act, (Act 107 of 1997). This Act recognizes the Constitutional right to access to adequate housing and clarifies the State's response to this right by setting out the legal plan for the sustainable development of housing. It lays down general principles that apply to the development of housing in general. It defines the national, provincial and local government functions with regard to housing development. While housing is a concurrent function between national and provincial government, the Act requires a municipality to:

a) ensure that—
  i) the inhabitants of its area of jurisdiction have access to adequate housing on a progressive basis;
  ii) conditions not conducive to the health and safety of the inhabitants of its area of jurisdiction are prevented or removed; and
  iii) services in respect of water, sanitation, electricity, roads, drainage and transport are provided in a manner which is economical efficient:
b) set housing delivery goals in respect of its area of jurisdiction;
c) identify and designate land for housing development;

d) create and maintain a public environment conducive to housing development which is financially and socially viable;
e) promote the resolution of conflicts arising in the housing development process;
f) initiate, plan, co-ordinate, facilitate, promote and enable appropriate housing development in its area of jurisdiction;
g) provide bulk engineering services. and revenue generating services in so far as such services are not provided by specialist utility suppliers; and
h) *plan and manage land use and development.*

The Ubuhlebezwe Municipality will facilitate the provision of services including water, sanitation, electricity roads, storm water drainage and transport in an economical and efficient manner as part of the human settlement development process. In addition, the municipality will participate in national housing programmes by promoting a developer's housing project or by acting as a developer. The municipality has the powers to expropriate land for housing development if it is unable to buy the land from its owner in an open market.

The Ubuhlebezwe Municipality Human Settlement Sector Plan gives effect to the above provisions of the Constitution and Housing Act, and will enable the municipality to improve the living conditions for the qualifying and deserving households as part of the human settlements development programme.

National Housing Policy:

The National Development Plan (2011) outlines the National development agenda. Chapter 8 of this plan presents the national strategy for the development of sustainable human settlements. It adopts a medium to long-term approach and states that by 2030 human settlement pattern should have changed for the better so that by 2050 South Africa should have eliminated all poverty traps. The HSSP commits the Ubuhlebezwe Municipality to the attainment of these goals within these timeframes.

The National Government has introduced a comprehensive programme to address a range of housing needs in South Africa. The National Housing Code and the recently introduced Comprehensive Plan for the Creation of Sustainable Human Settlements (commonly known as Breaking New Ground) provides a detailed outline of the national human settlement programme. The National Housing Code (March 2000) clearly sets out the National Housing Policy of South Africa. It identifies the primary role of the municipality as taking all reasonable and necessary steps, within the framework of national and provincial legislation and policy, to ensure that the inhabitants within its area of jurisdiction have access to adequate housing on a progressive basis. This entails the following:

- Initiating, planning, facilitating and coordinating housing development. The municipality may undertake this activity itself or by the appointment of implementing agents.
- Preparing a housing delivery strategy and setting up housing development goals.
- Setting aside, planning and managing land for housing.
- Creating a financially and socially viable environment for housing delivery.
- Facilitating the resolution of conflicts arising from housing delivery initiatives.
- Facilitating the provision of bulk infrastructure services.
- Administering national housing programmes.
- Acquiring land for housing development.

The municipal human settlement's plan seeks to achieve its goals by means of a range of instruments including individual subsidy, rural housing subsidy, project linked subsidy, social housing and community residential units. The application of these instruments occurs within the government legislative and policy framework implemented through the National Department of Human Settlements. The three spheres of government implements this programme in a cooperative manner with the participation of relevant private and public sector organisations.

Sustainable Human Settlements And Improved Quality Of Household Life:

During 2010, national government embarked on a process to determine the outcomes for the human settlement programme from then up to 2014. This resulted on the identification of 12 outcomes that will be the key focus for government within that period. Outcome 8 deals with the issue of sustainable human settlement linked with the quality of household life. This outcome contains four (4) outputs and targets as follows:

Output 1: Accelerated Delivery of Housing Opportunities.

Output 2: Access to basic services.

Output 3: Mobilization of well-located Public Land for Low income and Affordable Housing with increased densities on this land and in general.

Output 4: Improved property market.

The Ubuhlebezwe HSSP customises the focus of Outcome 8 and sets outputs and targets specifically for the Ubuhlebezwe Municipality.

Provincial Development Agenda SOPA

The Provincial Growth and Development Plan (PGDP) outlines the development vision and agenda for the KwaZulu-Natal Provincial Government. It identifies 7 strategic goals and 31 strategic objectives. One of these is sustainable human settlements. This strategy commits the provincial government to ensuring that all households within the province have secure residential tenure and access to basic utility services. This will be achieved through:

- Integrated development planning.
- Densification of settlement patterns.
- Slums clearance.
- Improved access to basic services such as water, sanitation and electricity.
- Addressing the housing gap market.

The Ubuhlebezwe Municipality HSSP responds to these provincial policy directives and provides for their attainment within the Ubuhlebezwe Municipality area of jurisdiction. The PGDS identities Port Shepstone as a one of the critical population and economic growth areas (urban centres) within the KZN Province. As such, it is a priority area for human settlement development.

MASTER SPATIAL PLAN FOR KZN FOR HUMAN SETTLEMENTS INVESTMENT, JULY 2016:

NDP 2030 VISION	MUNICIPAL VISION	HOUSING BACKLOGS	HOUSING PROJECTS
"By 2030 KwaZulu-Natal is recognised for its compact, connected and integrated human settlement pattern across different scales reflecting successful spatial transformation, founded on the values of sustainability, collaboration, choice, and value creation."	To improve the quality of life of all its citizens by providing basic affordable services, a safe and healthy environment, eradication of poverty and maintaining the scenic beauty of this land.	-Lack of housing: although people are employed in the Ixopo area the lack of accommodation results in them living outside of the municipal area and hence their spending power is in other areas/regions. -Housing backlog is significant and at the time of Precinct Plan	• Sponya Rural Housing Project • Highflats Slums Clearance Housing Project • Kwathathani Rural Housing Project • Ithubalethu Extension 1 Housing Project) • Ibhobhobho Rural Housing Project • Morning view Middle Income Project • Mziki Agri Village Housing Project • Amanyuswa Rural Housing Project • Ehlanzeni Housing Project

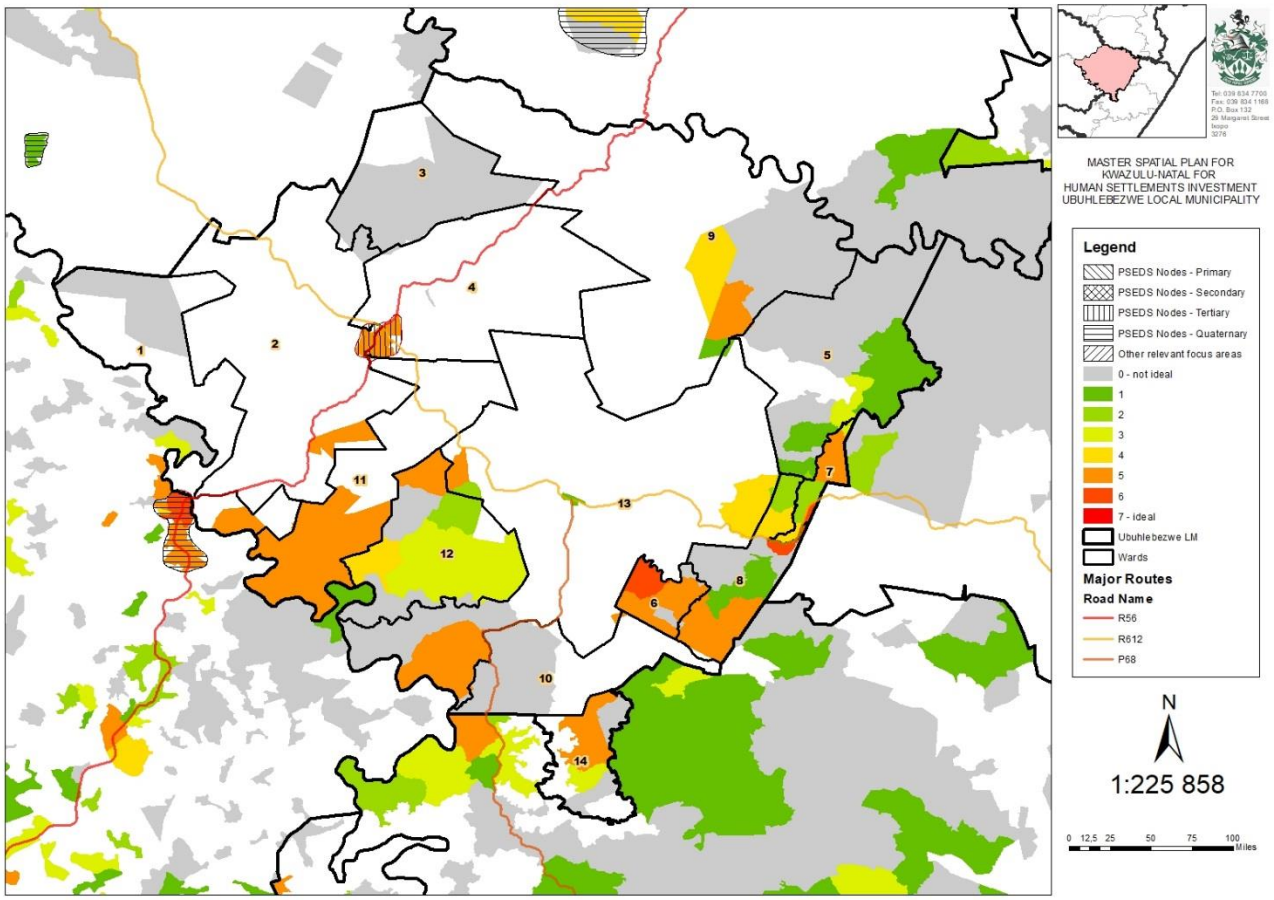
		preparation was planned to be addresses through slums clearance projects	• Madungeni Rural Housing Project • Sangcwaba Rural Housing Project • Ufafa Rural Housing Project • Mfulomubi Rural Housing Project • Hlokozi Rural Housing Project • Gudlucingo Rural Housing Project • Buhlebethu Community Residential Units • Mariathal Rehabilitation • Fairview Rehabilitation • Mziki Agri-Village • Gudlucingo • Hlokozi • Mhlabashane Housing Project • Butateni Housing Project • KoZondi Housing Project • Hopewell Housing Project • Ixopo Slums Ward

Ubuhlebezwe's housing sector plan review, 2018 has been properly aligned with the National Development Plan (NDP) of 2030, the Provincial Spatial Development Framework (PSDF) with its nodes as well as the principles of the Provincial Human Settlements Master Spatial Plan 2016. Our housing sector plan review for this financial year is aligned to the NDP 2030 through recognizing its planning vision and targets. Taken from the Master Spatial Plan for KZN on Human Settlement Investments, July 2016, Ubuhlebezwe LM's Ixopo Primary node is not a recognized human Settlement Focus area according to the PSDF nodes. This is disappointing given the fact that Ixopo is strategically located along a regional road (R56). At over 20 urban and rural housing project recognized by the MSP, town planning wise the above housing projects are not just taken as historical housing projects but there have been well accommodated in Municipal planning tools. They are exclusive and in turn have been incorporated to our existing scheme as part of promoting sustainable developments linked to existing planned infrastructure.

Human Settlement Focus Areas aligned with PSDF Nodes

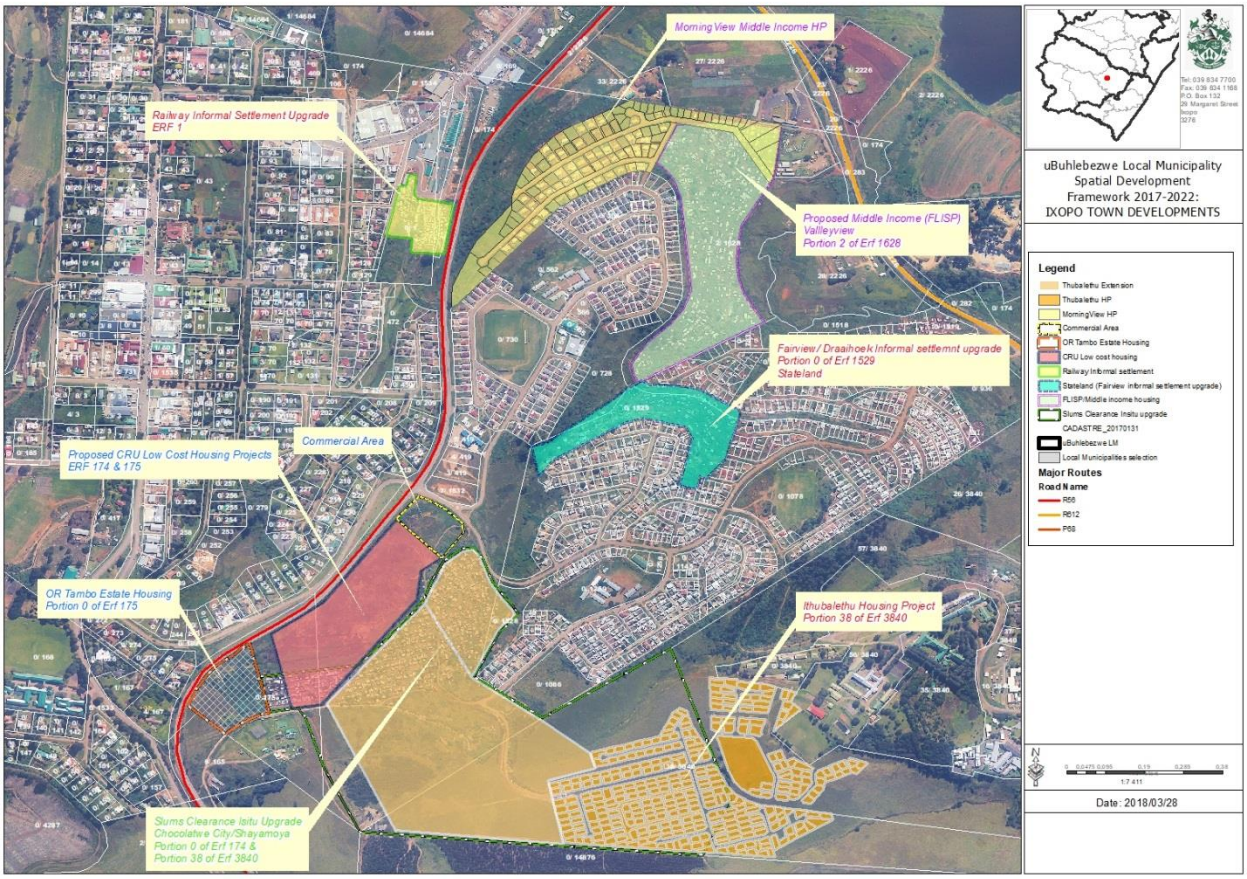
PROVINCIAL SDF NODAL CLASSIFICATION	MAIN PLACE
Primary Nodes for Human settlement Investment	eThekwini
Secondary Nodes for Human settlement investment	Richards Bay, Pietermaritzburg, Newcastle, Port Shepstone
Tertiary Nodes for Human settlement Investment	Vryheid, Ulundi, Pongola, Kwadukuza, Umzinto / Scottburgh, Kokstad, Howick, Estcourt, Ladysmith, Dundee
Quaternary Nodes for Human settlement investment	Jozini, Richmond, Mooi River, Weenen, Utrecht, Paulpietersburg,Nongoma, Mkuze, Hlabisa, Melmoth, Eshowe, Nkandla, Nqutu,Greytown
Other potential areas for Human settlement investment	Camperdown, Izinqolweni, Ndwedwe, Pomeroy, Tongaat/Umhlali

Map 2: Master Spatial Plan for KZN for human settlements investment – Ubuhlebezwe Municipality



The above mentioned Ubuhlebezwe implemented and planned housing projects have taken into cognisance of the PGDP objective number 3.4. which is on Sustainable Human Settlements. This can be seen in the fact different types of housing options are being offered within the Municipal space. From Densification of settlements – building walk-up flats to optimise the use of the land through CRU, middle and low-income housing options, rehabilitation of old housing stock as well as slums clearance projects. High density sustainable liveable housing remains the Municipality's gospel which is line with the MSP for the province. This desired human settlement projects have been noted to be slow to materialize and the Municipality depends heavily on DOHS being the driver of this institutional mechanism as they are most acutely. The Municipality also ensures coordination with the relevant sector departments to assist with the planning and implementation of all housing projects. As mentioned with the MSP and DOHS anticipated urbanization human settlement focus the Municipality has also aligned itself with this requirement as can be seen as per the below map and it caters to the provision of appropriate housing typology linked to all income levels. This ranges from new entrants to the housing market as well as the gap housing market beneficiaries.

MAP ON Ixopo Town: Ward 2 and 4 Proposed Slums Clearance currently packaged Housing projects



All in all it should be noted that Ubuhlebezwe housing sector plan speaks to the following PGDP Objectives;

- Interventions for Sustainable Human Settlement
- Intervention for Densification of settlement patterns
- Intervention for Transformation of Informal Settlements
- Intervention for Develop provincial strategy and plan to address housing Gap Market
- Intervention for the Expansion of the Social Housing Programme and Rental Programme

Consistent interpretation and application of the following principles and objectives across various scales is of importance as a way forward linking Ubuhlebezwe Housing sector plan with the Master spatial Plan for the Province and it is achieved in the following manner;

HUMAN SETTLEMENTS MASTER SPATIAL PLAN PRINCIPLES	HUMAN SETTLEMENTS MASTER SPATIAL PLAN OBJECTIVES
Principle 1:Guide and align all investment in Human Settlements	Objective 1:Spatial Transformation
Principle 2: Creation of balanced settlements reflecting spatial equity, economic potential,	Objective 2: Compact settlements and settlements patterns

and competitiveness & environmental sustainability.	
Principle 3: Spatial targeting and spatial concentration	Objective 3: Connected settlements and settlement patterns
Principle 4: Accessibility and Choice	Objective 4: Integrated settlements and settlements patterns
Principle 5: Value creation and capture	Objective 5: Functional residential property markets in urban and rural areas
Principle 6: Effective governance	Objective 6: Consistent application of principles and objectives across various scales (provincial, regional, local, precinct)
Principle 7:Responsiveness to demographic and economic context	Objective 7: Institutional capacity for effective planning and implementation

KZN Informal Settlement Upgrading Strategy was developed in 2011.

Its focus is in line with the National Housing Code and current developmental priorities of government as recently reflected in the Outcome 8 National Delivery Agreement. It also seeks to give effect to the upgrading of informal settlements as prioritized via Breaking New Ground and Part 3 of the National Housing Code (the Upgrading of Informal Settlement Programme).

It identifies the promotion of densification as one of its strategic tenets and indicates that densification should be pursued where it is appropriate to do so and where 'compaction' of the urban form is regarded as an important planning principle. The strategy also starts identifying measures of densification through housing as follows:

Double story, attached housing typologies.

More pedestrianised layouts in order to reduce the loss of space to road reserves.

Harry Gwala District Development Agenda

The Harry Gwala Integrated Development Plan presents a comprehensive programme for the development of area under the jurisdiction of the District Municipality. Harry Gwala District Municipality is a water service authority. Therefore, its core mandate is providing access to basic infrastructure and services. This includes the human settlement projects. The municipality has developed a Water Services Development Plan and aims to provide a broad strategy to be followed with the planning and implementation of activities to ensure that adequate operations and maintenance of water services infrastructure is being undertaken. The municipality is still facing challenges in addressing amongst others water and sanitation backlogs especially in rural areas and aging infrastructure. In addition, the dispersed settlement pattern increase the cost of service delivery in the rural areas.

Ubuhlebezwe Development Agenda

The Ubuhlebezwe Municipality has developed an Integrated Development Plan (IDP) indicating, among others, the long term desired situation, short-to-medium term strategic guide for public and private sector investment, and the spatial location of critical infrastructure development projects. The IDP is based on the six local governments Key Performance Areas (KPA), with the development of human settlements being part of the basic service delivery and infrastructure development KPA. The organisational strategic objective in this regard are to ensure the provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development.

In the short to medium term, the HSSP will facilitate housing delivery as a catalyst for socio-economic development, and in the end contribute towards making the Municipality an area that is sustainable, economically vibrant that affords its citizens a high quality of life.

Implications for the Ubuhlebezwe HSSP

National, provincial, district and local municipality policies relating to the development of human settlements have far reaching implications for the Ubuhlebezwe Municipality HSSP. These can be summarized as follows:

Access to adequate housing is one of the basic human needs and human rights enshrined in the Constitution. The Ubuhlebezwe Municipality has a responsibility to advance the housing (shelter) related human rights within its area of jurisdiction.

The Ubuhlebezwe Municipality has a Constitutional obligation to ensure that all citizens within the municipal area have access to adequate housing or shelter.

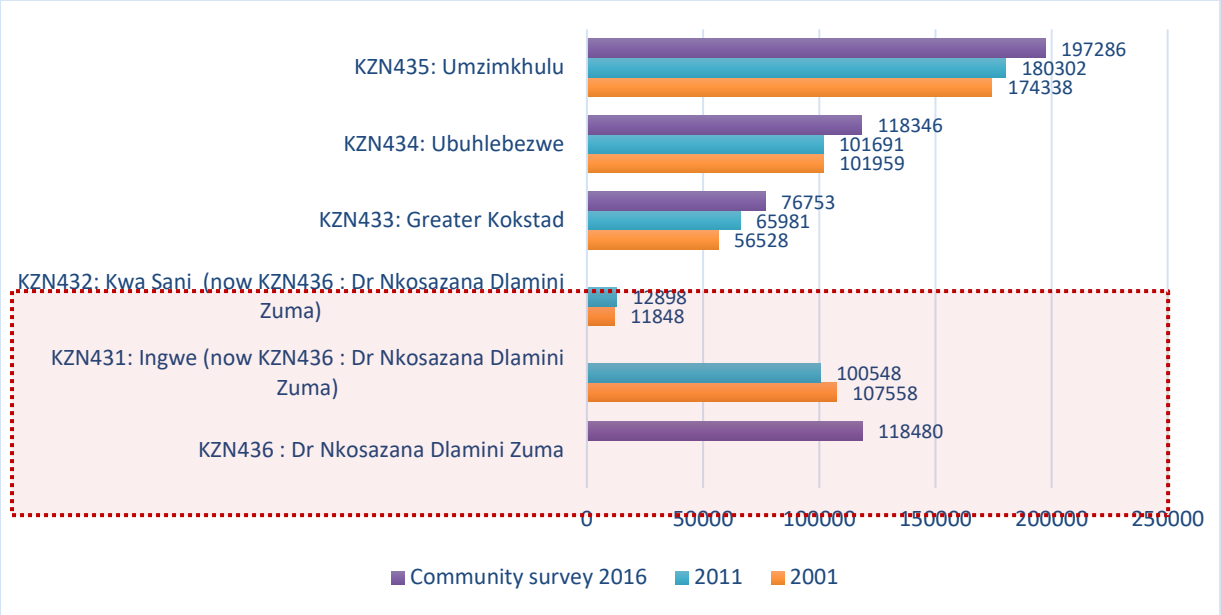
The delivery of housing and the development of human settlements should be undertaken within the broader framework of socio-economic development and spatial transformation.

Planning and development of future human settlements should embrace and adopt norms and standards as articulated in various policy developments.

Human settlement development projects should align with the Harry Gwala District Municipality bulk infrastructure planning and development programme. The same applies to other government departments responsible for educational, health, sports and recreation facilities.

Ubuhlebezwe has the third largest population within the Harry Gwala District, after the recent amalgamation of Ingwe and Kwasani municipalities. It experienced a decrease in population from 101 959 people in 2001 to 101691 in 2011 (figure 2). Recently released Community Survey 2016 results indicates a population of 118 346, which indicates a small population increase of 16 655 people for the period 2011-2016.

Figure 2: District Population Distribution by Local Municipality



Source: Statistics South Africa (Census 2011) and Community Survey 2016

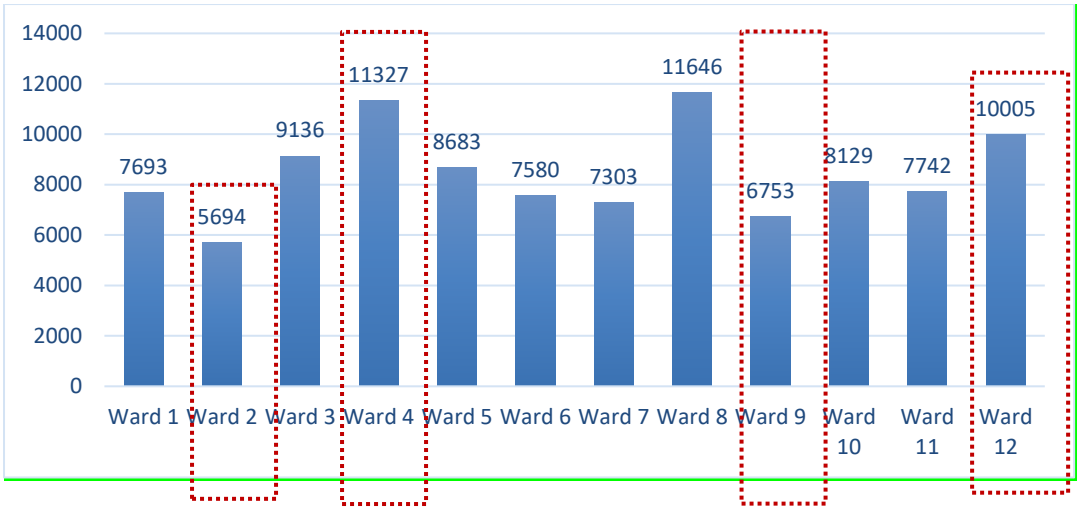
Considering that South Africa's natural growth rate is around 1%, very little (if any) influx of people to Ubuhlebezwe took place during the period 2001-2011, while a very little influx occurred between 2011-2016.

Population Distribution

The population in Ubuhlebezwe Municipality is unevenly distributed across 14 wards. It should be noted that the ward boundaries recently increased from 12 to 14 wards with the inclusion of a portion of Umzumbe and Ingwe Municipalities into Ubuhlebezwe Municipality (southern boundary). However, statistical data from Census 2011 have not been modified to accommodate this change.

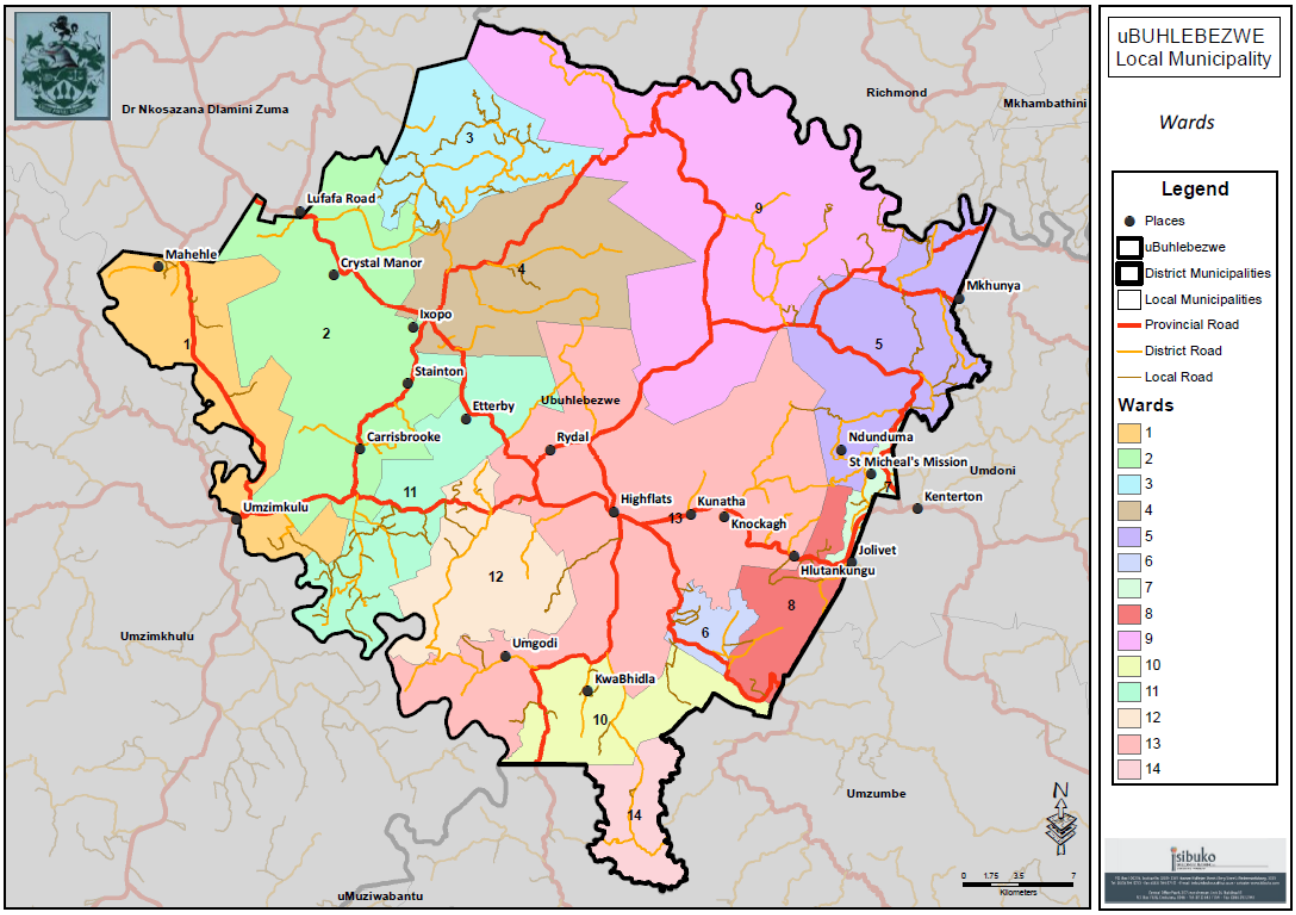
According to the Census 2011 data, ward 8 has 11 646 people, which makes it the most populated electoral ward within Ubuhlebezwe Municipality. This is followed by ward 4 with 11 327 people. While ward 8 is a rural ward, ward 4 and 2 houses the majority of the urban population.

Figure 3: Population distribution by ward



Source: Statistics South Africa (Census 2011)

Map 2: Wards in Ubuhlebezwe (new wards)



Population Growth Projections

The table below show the growth rates of Ubuhlebezwe from 2001 to 2011 and 2011 to 2016. Although the population growth rate was estimated at -0.3% between 2001 and 2011, the

municipality experienced a positive growth of 3.08% between 2011 and 2016 with an additional population of 16 655 people. This influx can be attributed to the 2016 boundaries redeterminations, where a significant portion of Umzumbe municipality was added to Ubuhlebezwe municipality.

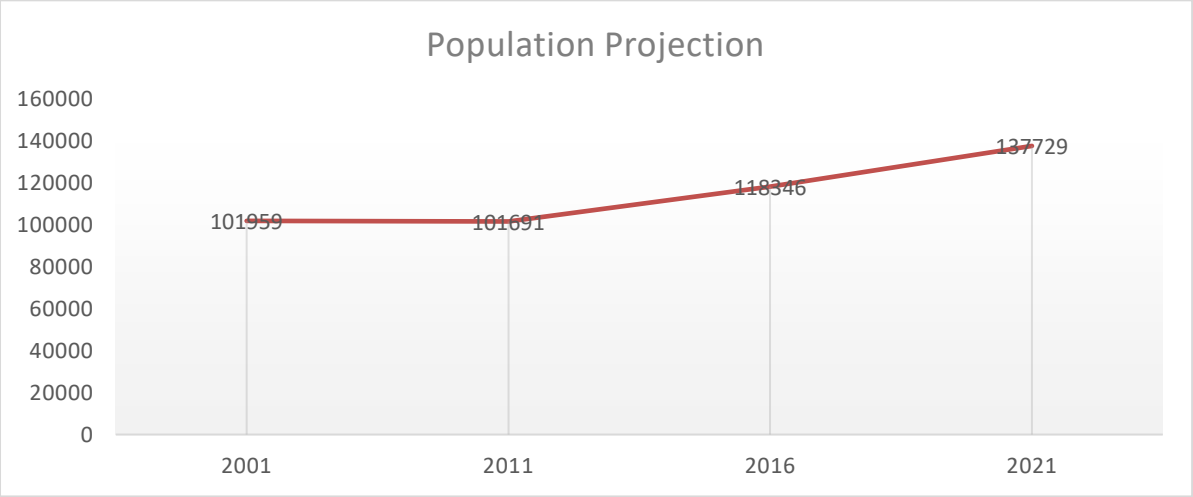
Table 1: Population Growth Rates

	2001	2011	2016
Ubuhlebezwe Population	101 959	101691	118 346
Growth Rate	(2001-2011)= -0.3%	(2011-2016)= 3.08%	

Source: Statistics South Africa (Census 2011), Community Survey 2016 and own calculations

Using the growth rate of 3.08%, the municipality's population is estimated at 137 729 people in 2021. This means that the municipality will grow by an additional 19 383 people. Noteworthy, the growth rate used for the population projection factors in the population that was added into the municipality as a result of boundary redetermination. It is possible that population may grow by a number less than the projected. A growing population has the potential to influence the intensity of development in the municipality. In turn, a growing population needs to be met with an adequate supply of social facilities and basic services to ensure good quality of life of residents. Figure 4 graphically illustrates the municipality's population growth projection trend.

Figure 4: Population Projection

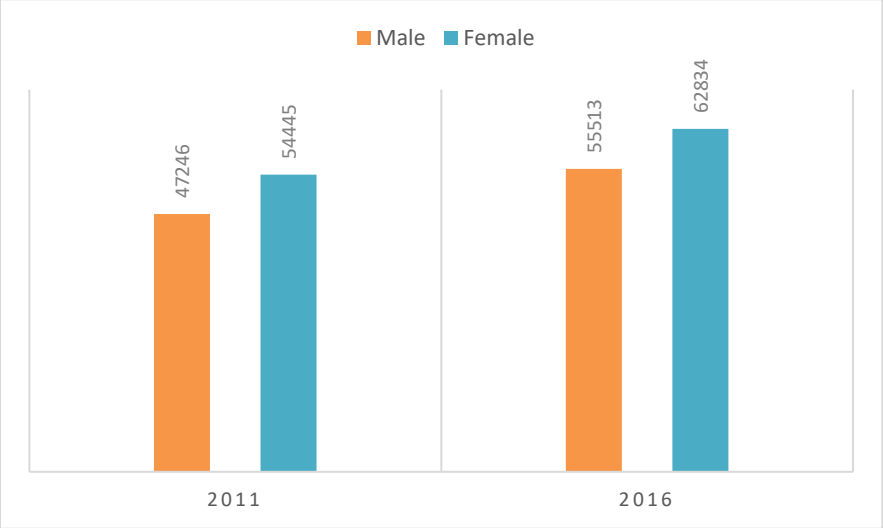


Source: Statistics South Africa (Census 2011) and Community Survey 2016

Gender Structure

The gender composition of the population indicates that females are in a majority compared to their male counterparts (refer to figure 3). According to the recently released results of the 2016 Community Survey, there has been an increase in both the male and female population.

Figure 5: Gender distribution

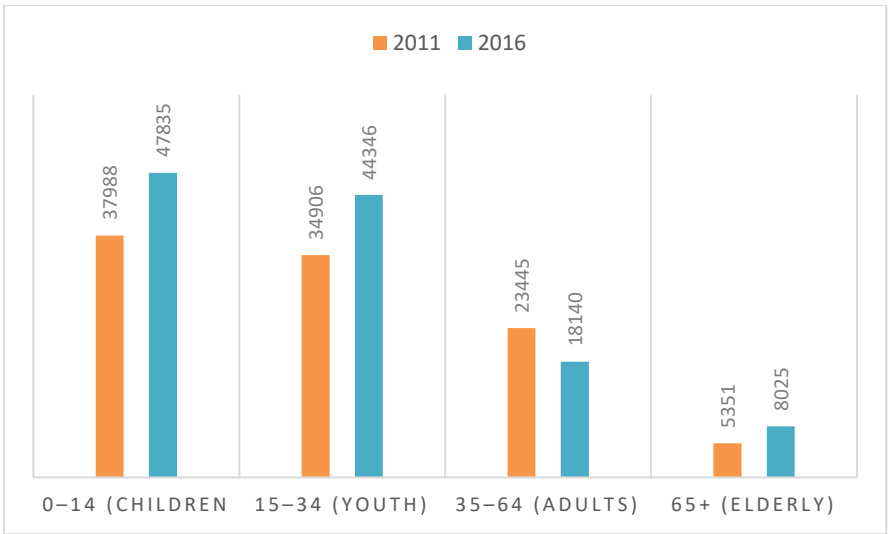


In addition, 57.4% (2016) of the heads of households are women. This reflects the impact of the local economy (lack of employment opportunities) on the gender structure, which forces a large number of males to seek employment outside the area. It also implies a need for the human settlement programme to sensitive to gender and the needs of women in particular.

Age Structure

The population of Ubuhlebezwe is predominantly young and youthful. Figure 5 provides a comparison between the Census 2011 data and the Community Survey of 2016 data in respect of age groups. The data suggests that there has been an increase in the age group 0-14 and 15-34. This includes the school going age cohort and children that need pre-school facilities. However, the age group representing adults and

Figure 6: Age Structure



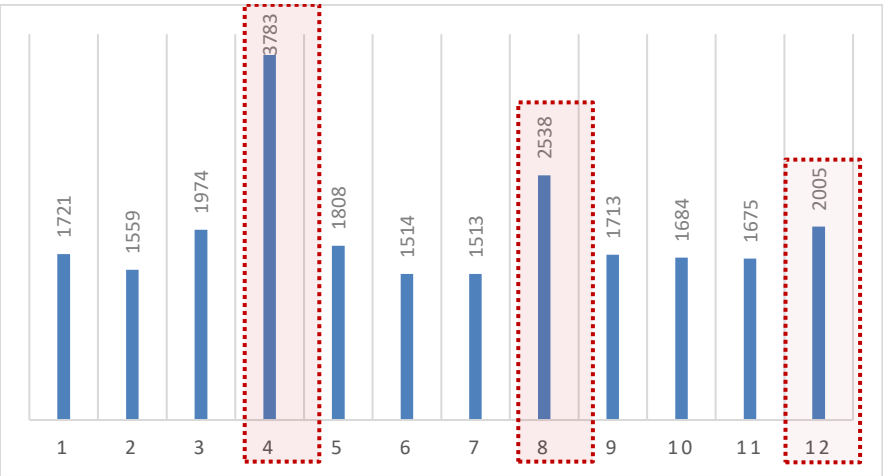
Source: Statistics South Africa (Census 2011), Community Survey 2016

the economically active group of the population (35-64) has declined significantly. This is most probably due to the decline in employment opportunities in the area and people leaving the municipal area in search of employment. The percentage of elderly has also increased from 5.3% in 2011 to 6.8% in 2016, which could suggest a trend of older people returning to the area.

Number of Households

The municipality had approximately 23487 households in 2011 with an average 4.1 people per household. The highest number of households were concentrated in ward 4 followed by wards 8 and 12. Ward 7 accounted for the lowest number of households in the municipality (see figure 7 below). It should be noted that in terms of the 2 new ward information the following applies Ward 13= 3820 and Ward 14=7539

Figure 7: Number of households per electoral ward

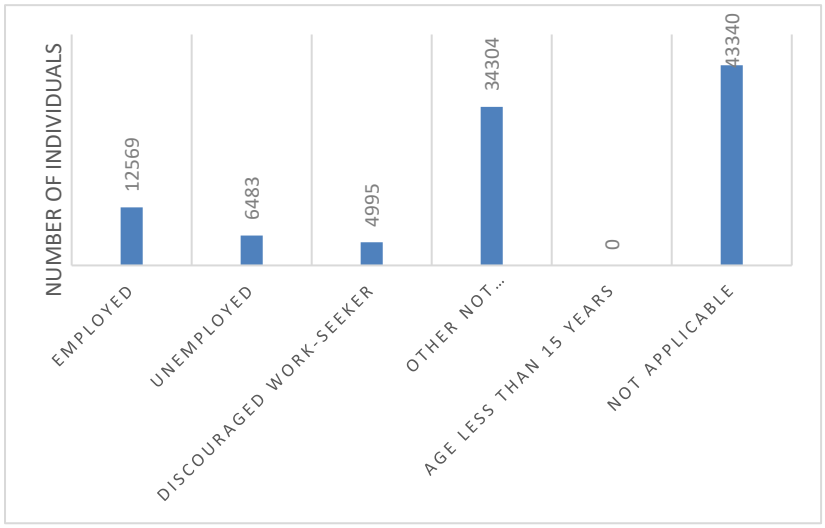


Source: Statistics South Africa (Census 2011)

Employment Profile

Unemployment in Ubuhlebezwe was approximately 6.38% in 2011. The municipality has a large portion of its population falling within the category of economically not active individuals. This portion of the population accounts for 33.73% of the municipality's population and includes individuals are able and available to work but did not look for work or start their own business. Only a small portion (12.63%) of the municipality is employed. This indicates a need for the development of the municipality's economy that will contribute to the creation of employment opportunities.

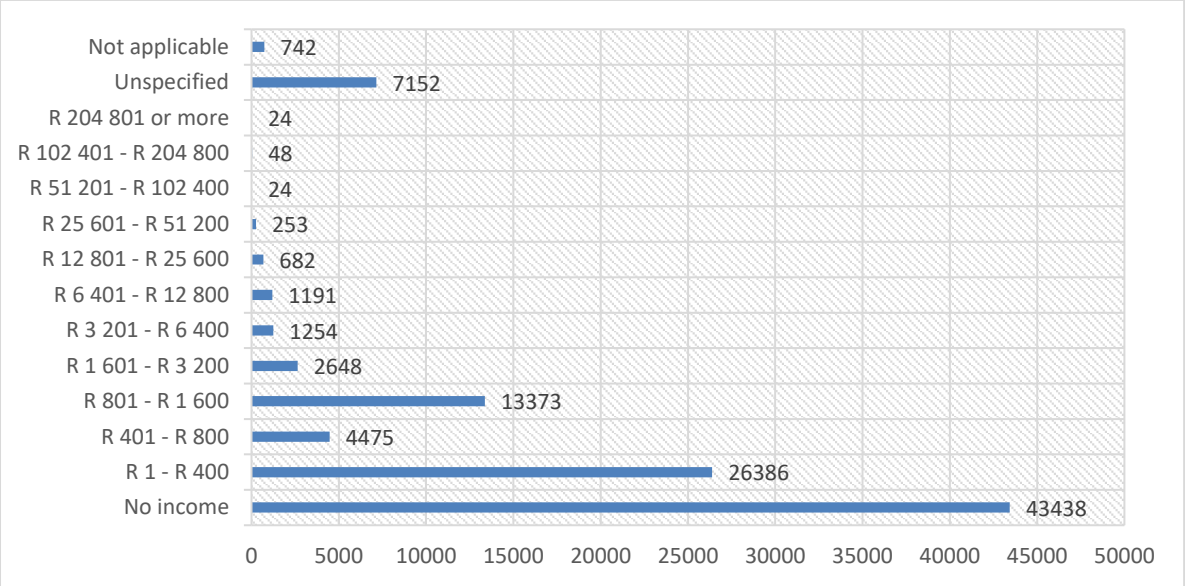
Figure 8: Employment Status



Income Profile

Approximately 42.72% of the population does not earn any income. Furthermore, 26 386 people earn between R1–R400; this is approximately 25.95% of the municipality's population. This income bracket includes government grant recipients and is indicative of a state-dependant portion of the population. Majority of the population earns below R1600 (between R1 and R1600) this further indicates that a large portion of the population is living in poverty with low level of disposable income.

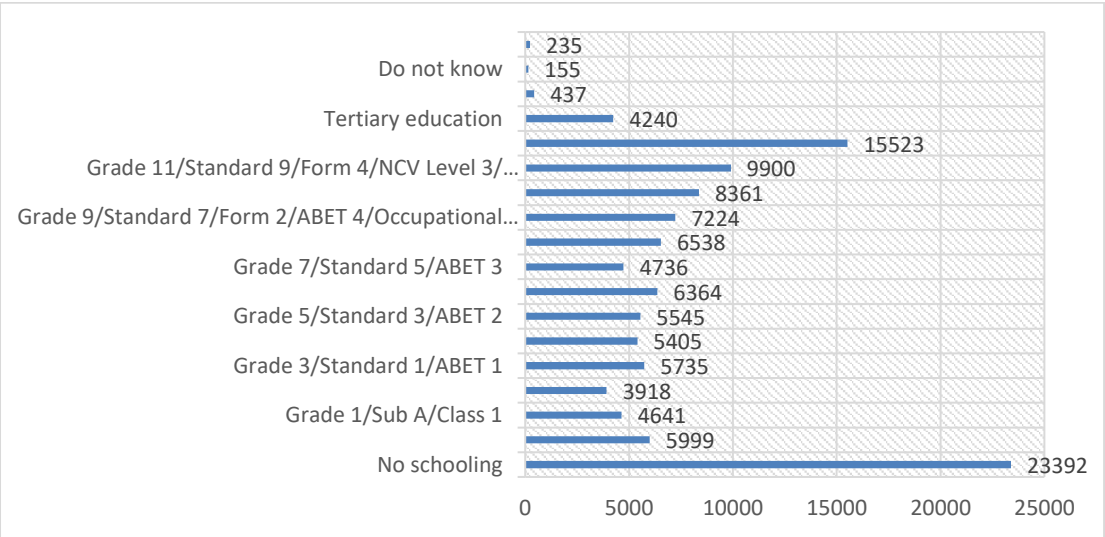
Individual Monthly Income



Source: Statistics South Africa (Census 2011)

Education

Ubuhlebezwe municipality has a high percentage of people with no schooling. Approximately 23 392 people within the municipality have no schooling, accounting for 19.77% of the municipality's population. There is approximately 15 523 people within the municipality have obtained a grade 12 qualification. However, only 3.58% of the population possess a tertiary qualification. This thus calls for the development of tertiary facilities, as highlighted in the municipality's IDP.



Source: Statistics South Africa, Community Survey 2016

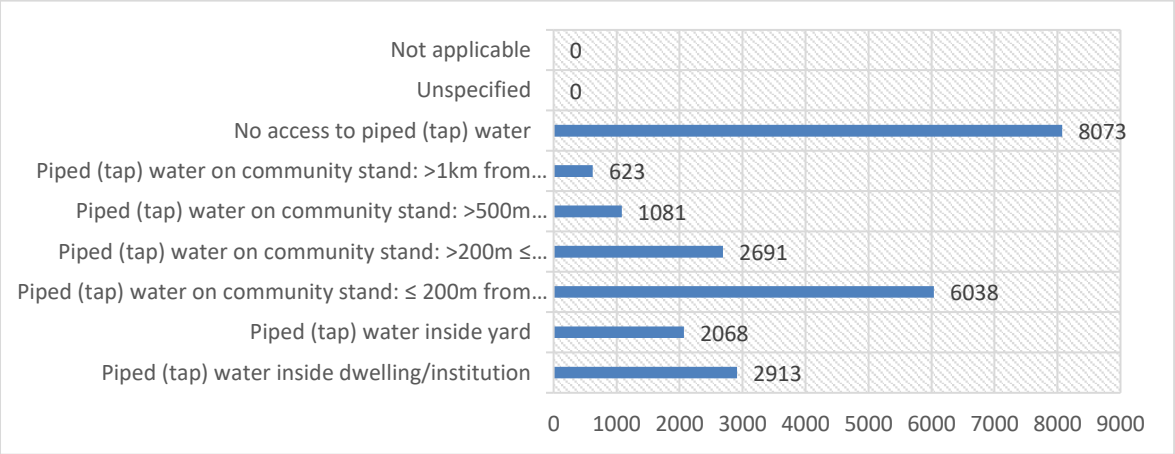
Access To Infrastructure And Service

Maps 3 and 4 indicates the main distribution and location of bulk utility infrastructure in Ubuhlebezwe. Although in existence, there are areas not served with bulk infrastructure. It is noted that the bulk water pipeline and the Eskom power network is closely linked to the movement network.

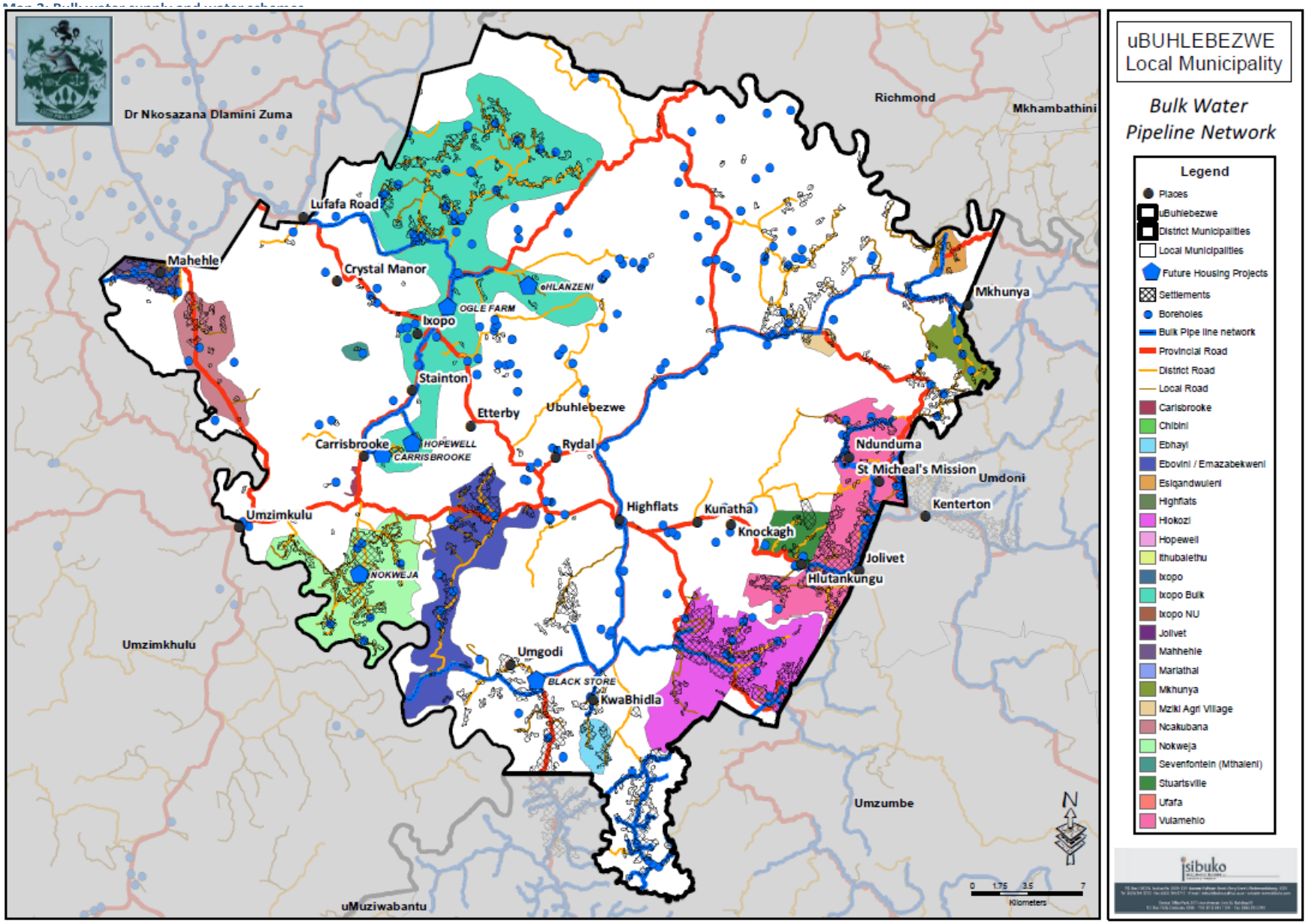
Access to Water

Ubuhlebezwe falls within the Umvoti to Umzimkhulu Water Management Area. Harry Gwala District Municipality is the Water service Authority of Ubuhlebezwe municipality.

Access to Piped Water



Source: Statistics South Africa, Census 2011


uBUHLEBEZWE
Local Municipality
Bulk Water
Pipeline Network
Legend
Places
uBuhlebezwe
District Municipalities
Local Municipalities
Future Housing Projects
Settlements
Boreholes
Bulk Pipe line network
Provincial Road
District Road
Local Road
Carlsbrooke
Chibini
Ebhayi
Ebovini / Emazabekweni
Esiqandwuleni
Highflats
Hlokozi
Hopewell
Ithubalethu
Ixopo
Ixopo Bulk
Ixopo NU
Jolivet
Mahhehle
Mariathal
Mkhunya
Mziki Agri Village
Ncakubana
Nokweja
Sevenfontein (Mthaleni)
Stuartsville
Utafa
Vulamehlo
Dr Nkosazana Dlamini Zuma
Richmond
Mkhambathini
Umzimkhulu
uMuziwabantu
Umzumbe
Lufafa Road
Mahehle
Crystal Manor
eHLANZENI
OGLE FARM
Ixopo
Stainton
Etterby
Ubuhlebezwe
Carrisbrooke
HOPEWELL
CARRISBROOKE
Rydal
Umzimkulu
NOKWEJA
Highflats
Kunatha
Knockagh
Mkhunya
Ndunduma
St Micheal's Mission
Umdoni
Kenterton
Jolivet
Hlutankungu
Umgodi
BLACK STORE
KwaBhidla
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Kilometers
isibuko

In 2011, approximately 34.37% of the households in Ubuhlebezwe did not have access to piped water. This is approximately 8073 people in the municipality as indicated in figure 10. Only 12.40% of household had access to piped water inside the dwelling. A majority of households in the municipality, about 41.77%, accessed piped water from a community stand of up to 1km away from the dwelling. It is clear that there still exist a number of backlogs with regards to water service provision in the municipality.

The provision of bulk services to housing projects are of utmost importance. However, confirmation of bulks to urban housing projects by the District have caused a number of problems and delays. The table below indicates the District's planned bulk projects to be implemented within the Ubuhlebezwe Municipality.

HGDM Bulk Water Projects For Ubuhlebezwe

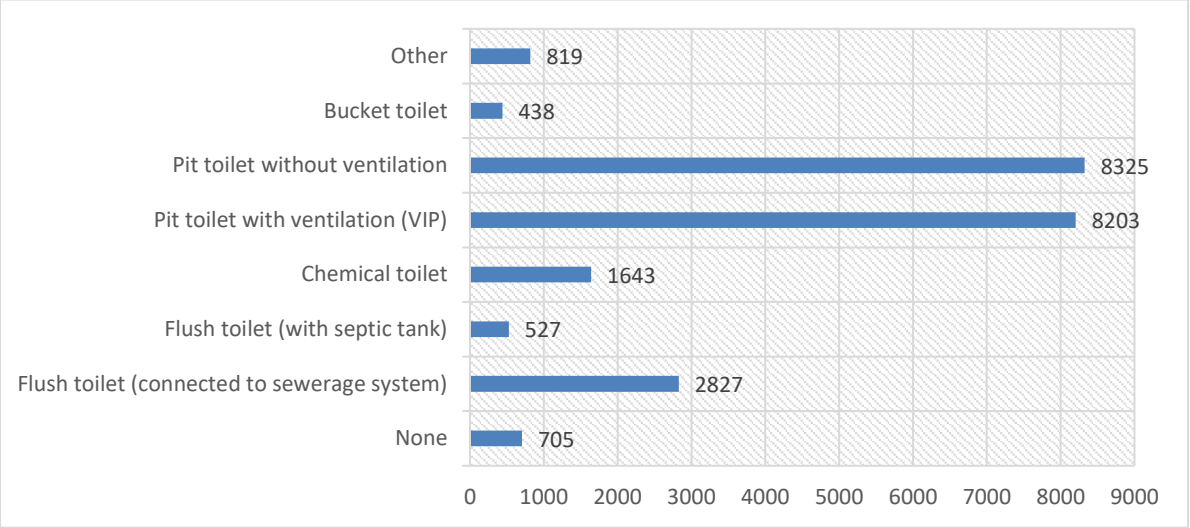
Project	Budget
Highflats Town Bulk Water supply	R2 990 000.00
Ncakubana Water Supply Project Phase 2	R13 009 519.25
Ufafa water supply project	R42 744 568.00
Ubuhlebezwe sanitation backlog eradication	R5 665 753.26
Hlokozi water project phase 2	R13 346 479.00
Nokweja/Mashumi community water supply scheme	R17 000 000.00
Mkhunya water supply project	R8 000 000.00

Source: HGDM IDP

Sanitation

The most common type of sanitation facility used in Ubuhlebezwe are the Pit toilets without ventilation.

Sanitation



Source: Statistics South Africa, Census 2011

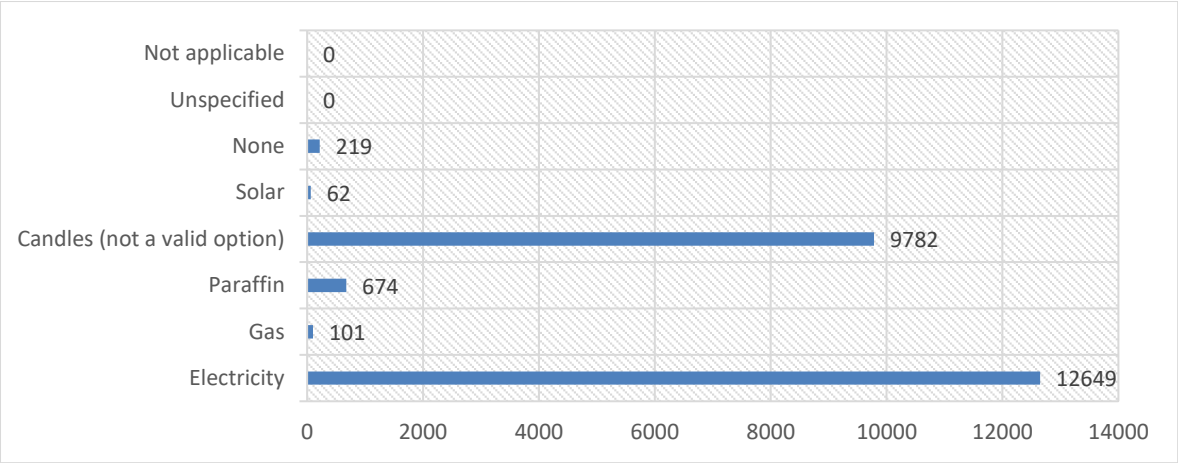
These account for 35.45% (8 325) of the households within the municipality, followed closely by Pit toilets with ventilation used by 34.92% (8 203) of the households in Ubuhlebezwe.

The 2011 Census reveals that 3.00% of the households in the municipality do not have access to sanitation which is a significant decrease from 11.97% in 2011. The municipality still faces backlogs in the number of households with access to flush toilets of which was 12.28% in 2011 (including both flush toilets connected to a sewerage system and those connected to a septic tank). Ixopo is the only settlement serviced by a sanitation scheme and sewerage works.

Electricity

Electricity in Ubuhlebezwe is supplied by Eskom. Approximately 12649 of the households in Ubuhlebezwe use electricity for lighting, accounting for 53.85% of the households within the municipality. Majority of households in the rural segments of the municipality use alternative energy sources such as candles (41.65%), paraffin (2.87%), gas (0.43%) etc. the 2011 Census reveals that only 0.93% of the households within Ubuhlebezwe do not have access to electricity.

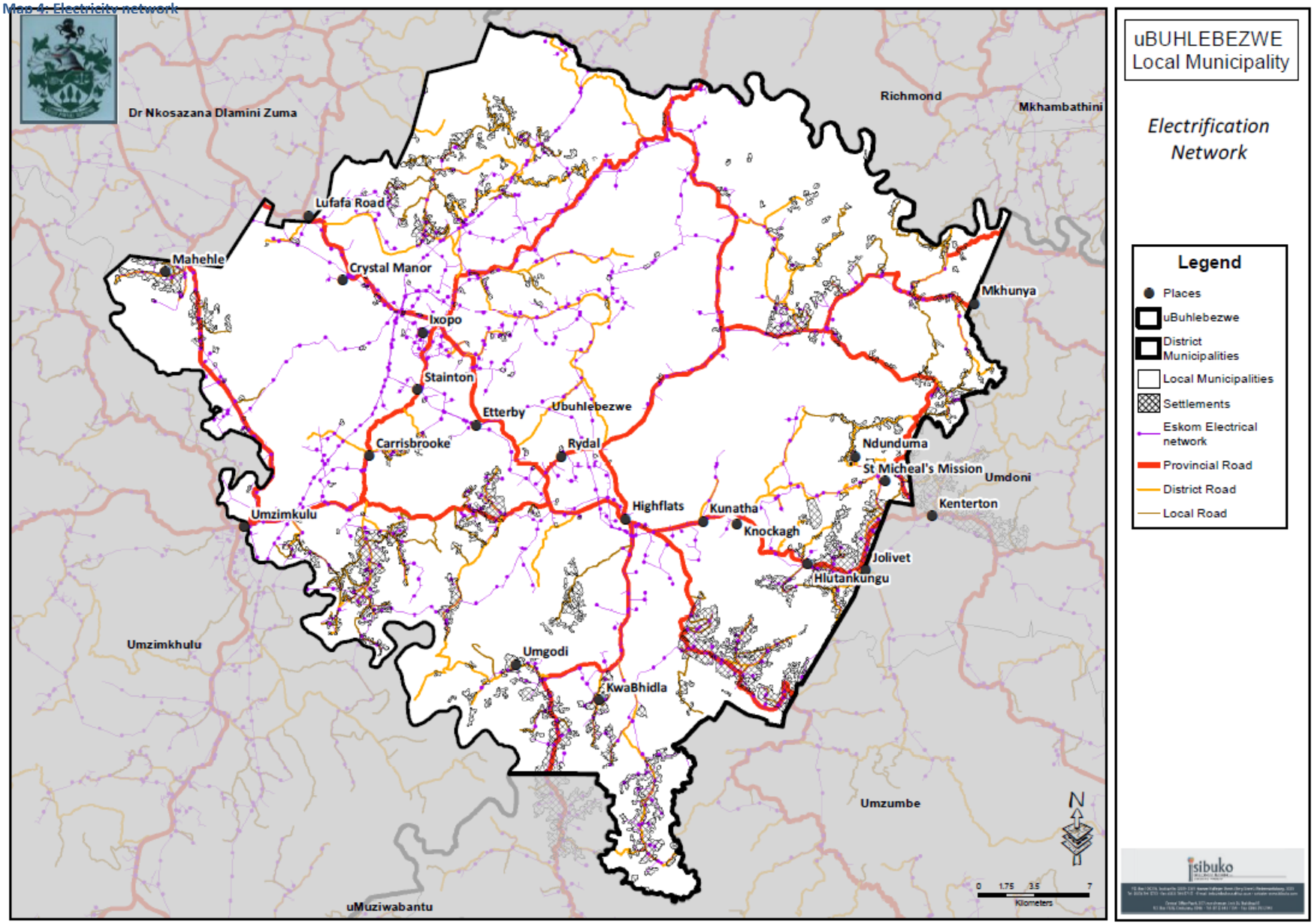
Energy for Lighting



Source: Statistics South Africa, Census 2011

The electricity backlog in Ubuhlebezwe is attributed to poor access to areas resulting from topography, lack of funding and inadequate bulk supply. The existing power stations have reached maximum capacity. Eskom is in the process of constructing a new power station in Kenterton, which will serve most of the area falling under Ubuhlebezwe municipality.

Map 4: Electricity network

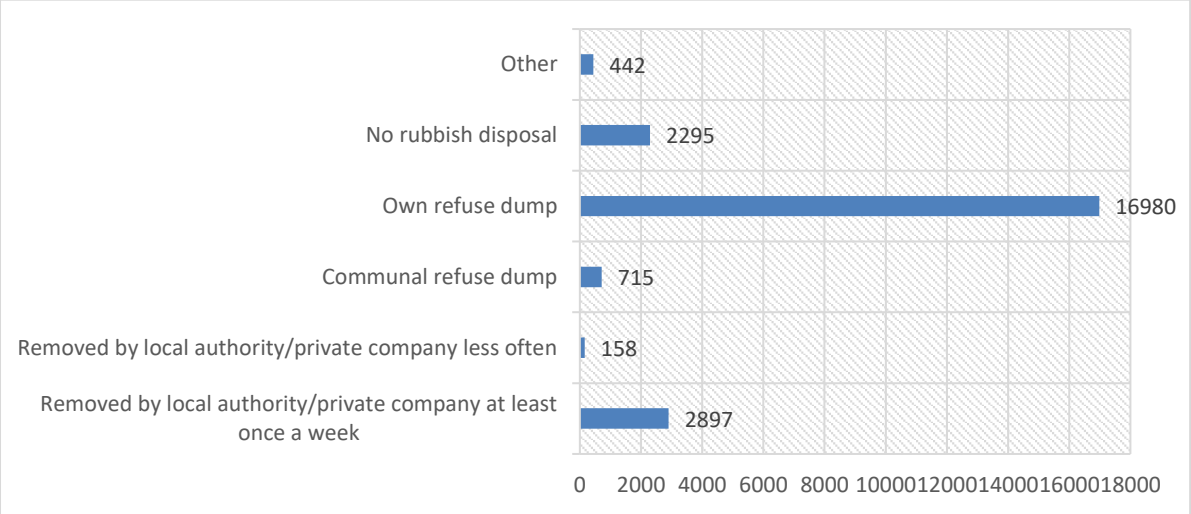


Refuse removal

The municipality developed an Integrated Waste Management Plan in 2014. Approximately 9.77% of households within the municipality have no refuse removal, which is a 1.48% decrease from 2001. Furthermore, about 72.30% of the households in the municipality use their own rubbish dump as a waste removal mechanism.

The IDP indicates that the municipality collects waste on a periodic basis; once a week within residential areas while rubbish is collected twice a day within business are

Refuse Removal



Source: Statistics South Africa, Census 2011

Currently, waste is disposed of at the uMzimkhulu Landfill site, 25km to the west of Ixopo. The estimated household wastes being transported are 6.1t/d with a monthly cost of R43 472/month.

Access to Public Facilities

Health Facilities

Ubuhlebezwe has 12 health facilities; 1 District Hospital, 9 clinics and 2 mobile points (refer to maps 5-6). Ambulance services are provided from the District Hospital in Ixopo and service the entire municipal area. Table 15 indicates planned clinics within Ubuhlebezwe municipality by the Department of Health. These include new clinics to be constructed and clinics to be upgraded.

Planned Projects

PROJECT NAME	TYPE OF PROJECT DETAILS	PROJECT STATUS	NATURE OF INVESTMENT	CONSTRACTIVE ACTUAL TARGET DATE
Gcinikuhle Clinic	Upgraded and Addition (MOU)	Identified	Upgrading	01 April 2020
Hlokozi Clinic	Construct New CHC with (MOU)	Identified	New	Beyond 2023
Jolivet Clinic	Upgraded and Addition (MOU)	Identified	Upgrading	01 April 2019
Kwamashumi Clinic	Upgraded and Addition (MOU)	Identified	Upgrading	01 April 2020
Mntungwana Clinic	Upgraded and Addition (MOU)	Identified	Upgrading	01 April 2020
Nokweja Clinic	Upgraded and Addition (MOU)	Identified	Upgrading	01 April 2020
Sangcwaba Clinic	Upgraded and Addition (MOU)	Identified	Upgrading	01 April 2020

Source: Ubuhlebezwe IDP

Educational Facilities

Ubuhlebezwe municipality has 8 crèches, 67 primary schools and 2 secondary schools and 2 combined schools (refer to maps 7-8). There are currently no tertiary institutions within the municipality. According to the department of education, the existing educational facilities can service the area. However, there is a need for the development of tertiary institutions especially in the rural areas to aid in improving the skills base of the population. Furthermore, the existing educational facilities need to be upgraded (SDF 201718: 8).

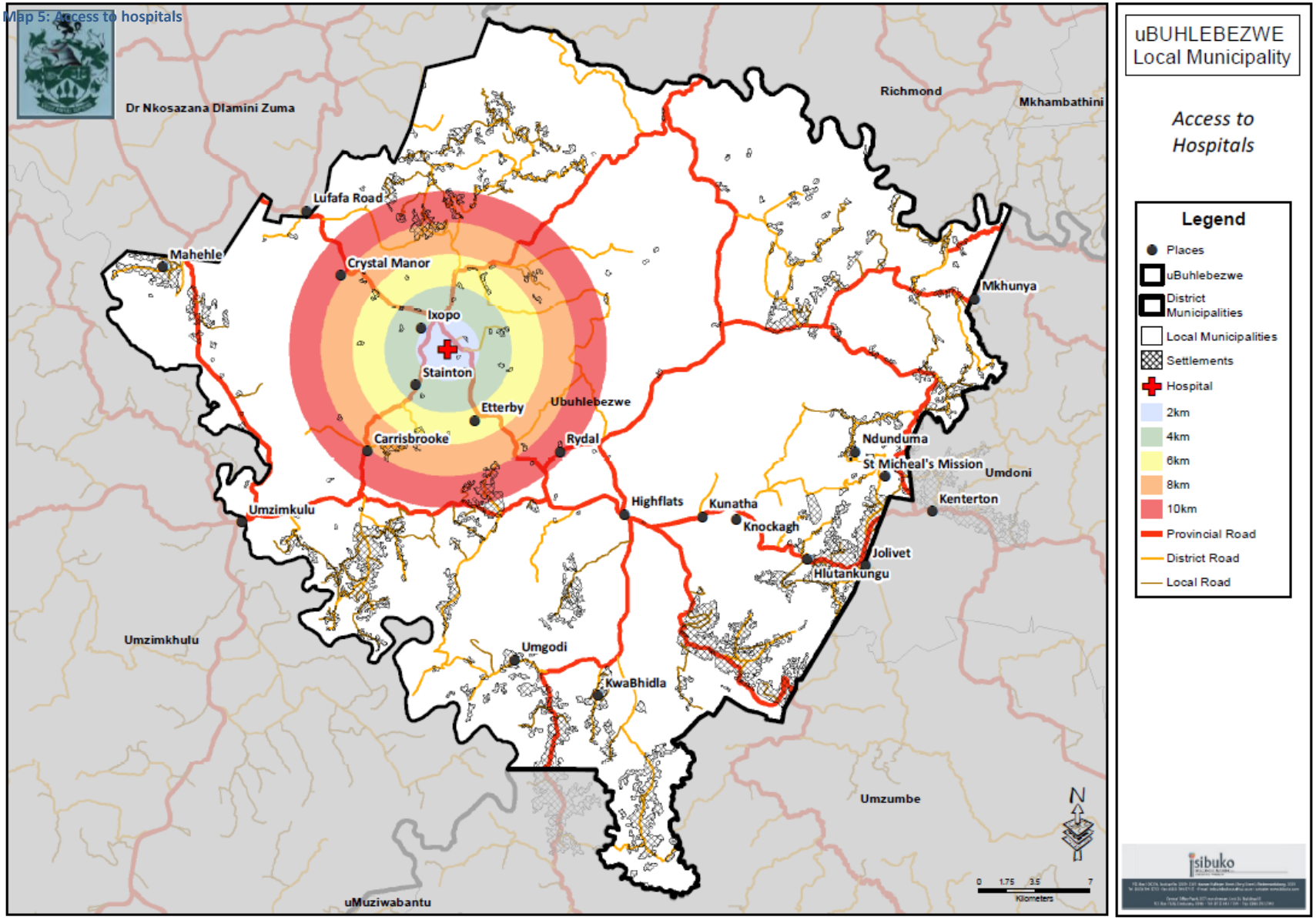
Libraries

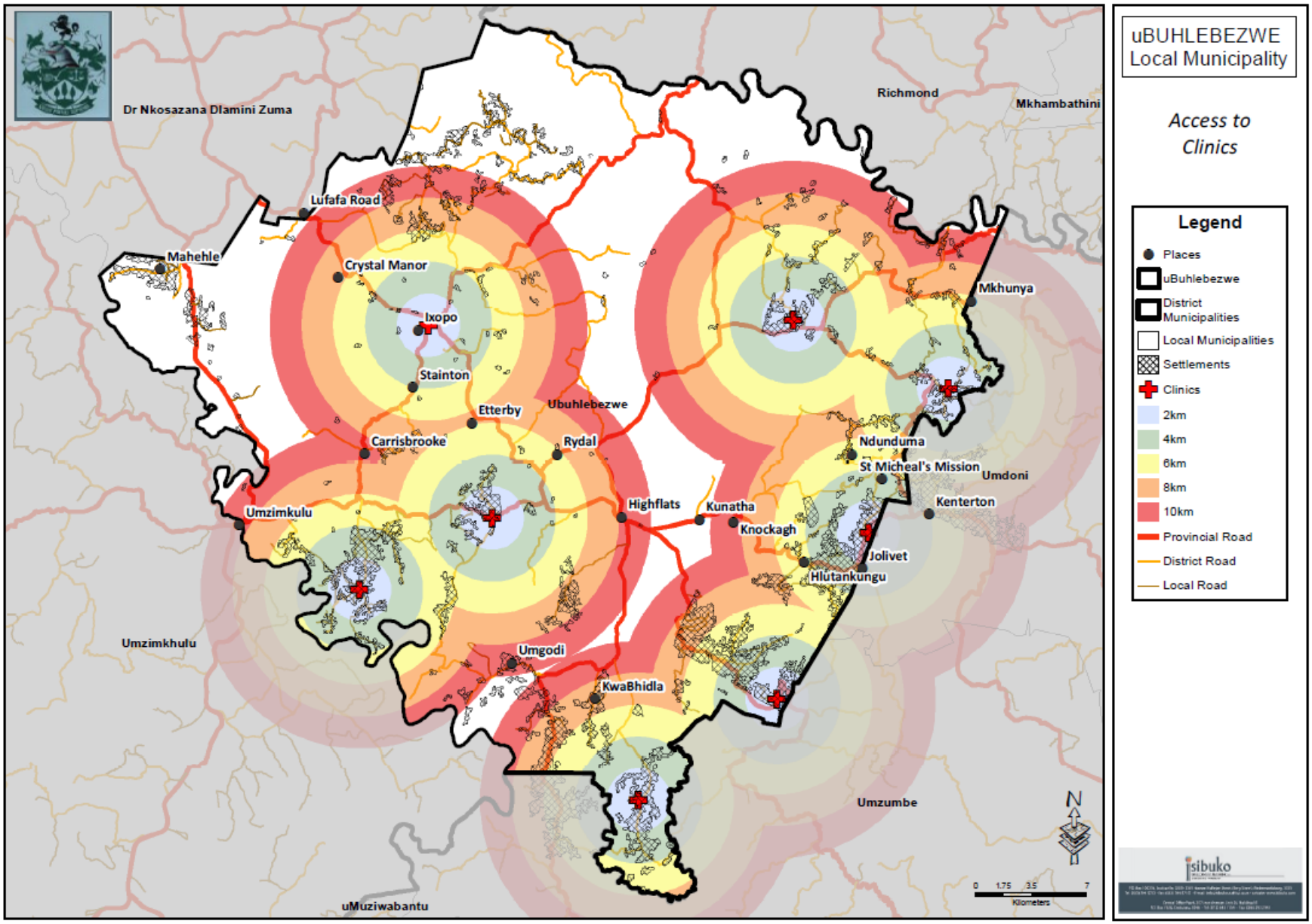
There is one main library within Ubuhlebezwe, the Margaret Mcadi library in Ixopo. The library is the only source for library services within Ubuhlebezwe. The services provided by the library include book lending and computer services. The municipality has extended the library services to the secondary node of Highflats where the facility is housed in the Thusong centre

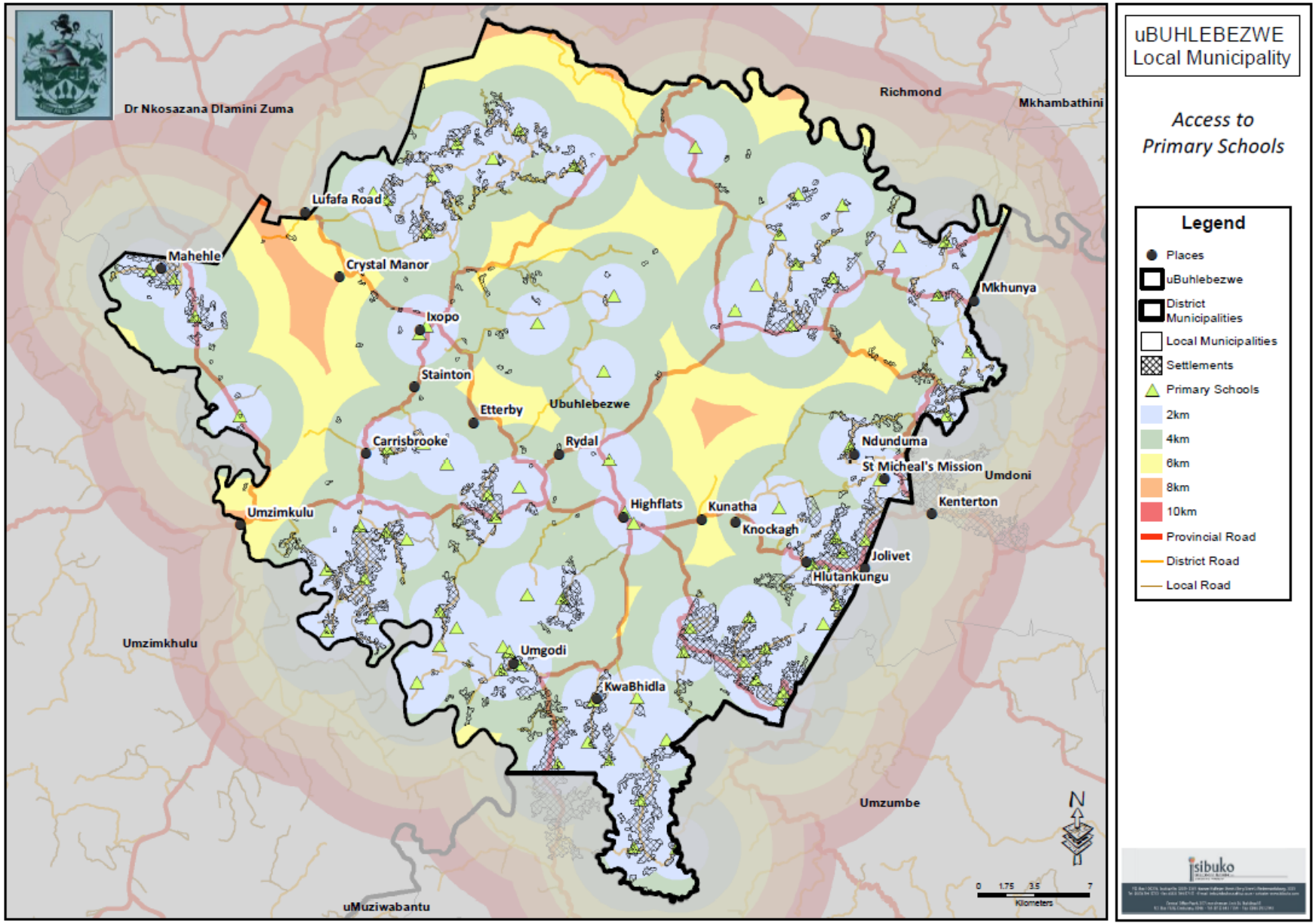
Police Stations

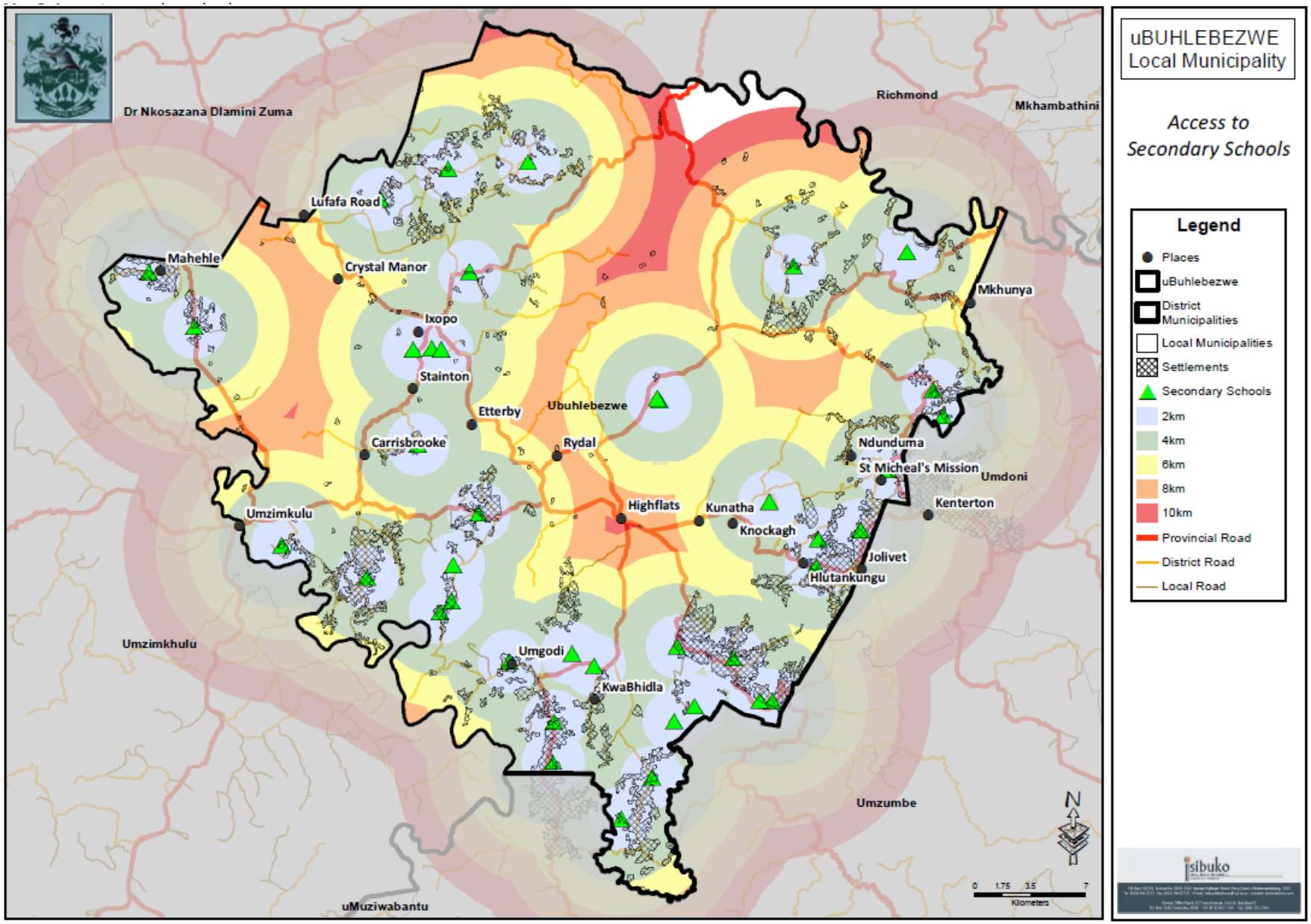
There are two police stations within Ubuhlebezwe municipality, one in Ixopo and the other is located in the Highflats area. Due to the location and the topography some settlements are located, police visibility is limited.

Map 5: Access to hospitals




uBUHLEBEZWE
Local Municipality
Access to
Clinics
Legend
Places
uBuhlebezwe
District
Municipalities
Local Municipalities
Settlements
Clinics
2km
4km
6km
8km
10km
Provincial Road
District Road
Local Road
Dr Nkosazana Dlamini Zuma
Richmond
Mkhambathini
Lufafa Road
Mahehle
Crystal Manor
Ixopo
Stainton
Etterby
Ubuhlebezwe
Carrisbrooke
Rydal
Mkhunya
Ndunduma
St Micheal's Mission
Umdoni
Kenterton
Highflats
Kunatha
Knockagh
Jolivet
Hlutankungu
Umzimkulu
Umzimkhulu
Umgodi
KwaBhidla
Umzumbe
uMuziwabantu
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Kilometers
sibuko


uBUHLEBEZWE
Local Municipality
Access to
Primary Schools
Legend
Places
uBuhlebezwe
District Municipalities
Local Municipalities
Settlements
Primary Schools
2km
4km
6km
8km
10km
Provincial Road
District Road
Local Road
Dr Nkosazana Dlamini Zuma
Richmond
Mkhambathini
Lufafa Road
Mahehle
Crystal Manor
Ixopo
Mkhunya
Stainton
Etterby
Ubuhlebezwe
Carrisbrooke
Rydal
Ndunduma
St Micheal's Mission
Umdoni
Kenterton
Umzimkulu
Highflats
Kunatha
Knockagh
Jolivet
Hlutankungu
Umzimkhulu
Umgodi
KwaBhidla
Umzumbe
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0 1.75 3.5 7
Kilometers
sibuko


uBUHLEBEZWE
Local Municipality
Access to
Secondary Schools
Legend
Places
uBuhlebezwe
District Municipalities
Local Municipalities
Settlements
Secondary Schools
2km
4km
6km
8km
10km
Provincial Road
District Road
Local Road
Dr Nkosazana Dlamini Zuma
Richmond
Mkhambathini
Lufafa Road
Mahehle
Crystal Manor
Ixopo
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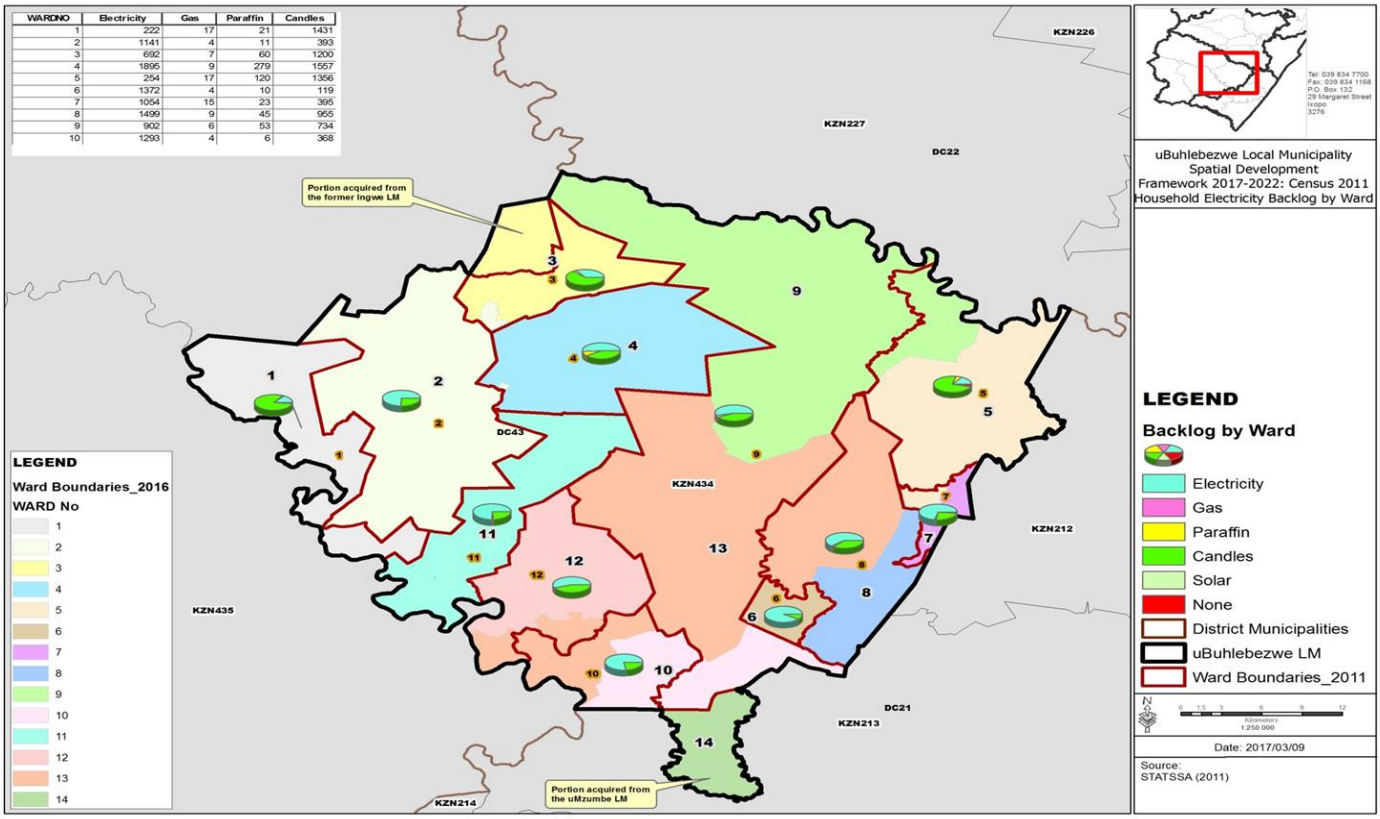
HOUSEHOLD AND SERVICES

The section below covers the backlog status that is faced by Ubuhlebezwe Local Municipality by providing a comparison of Census 2011 and CS 2016 data. As stated earlier in the passage, the demarcation process and the level of detail at which the CS 2016 is collected has had major implications in how the data is represented.

Electricity

Electricity used for Lighting is commonly used to identify electrification Backlogs (CS). In the 2011 statistics the electrification backlogs are calculated per household and in 2016 they are based on the total population.

The electricity backlog in 2011 was 10838 households. The backlog for 2016 is 26477 (people). The map below depicts the backlogs from 2011 against the new ward boundaries.



Electricity backlog

(Piped) water

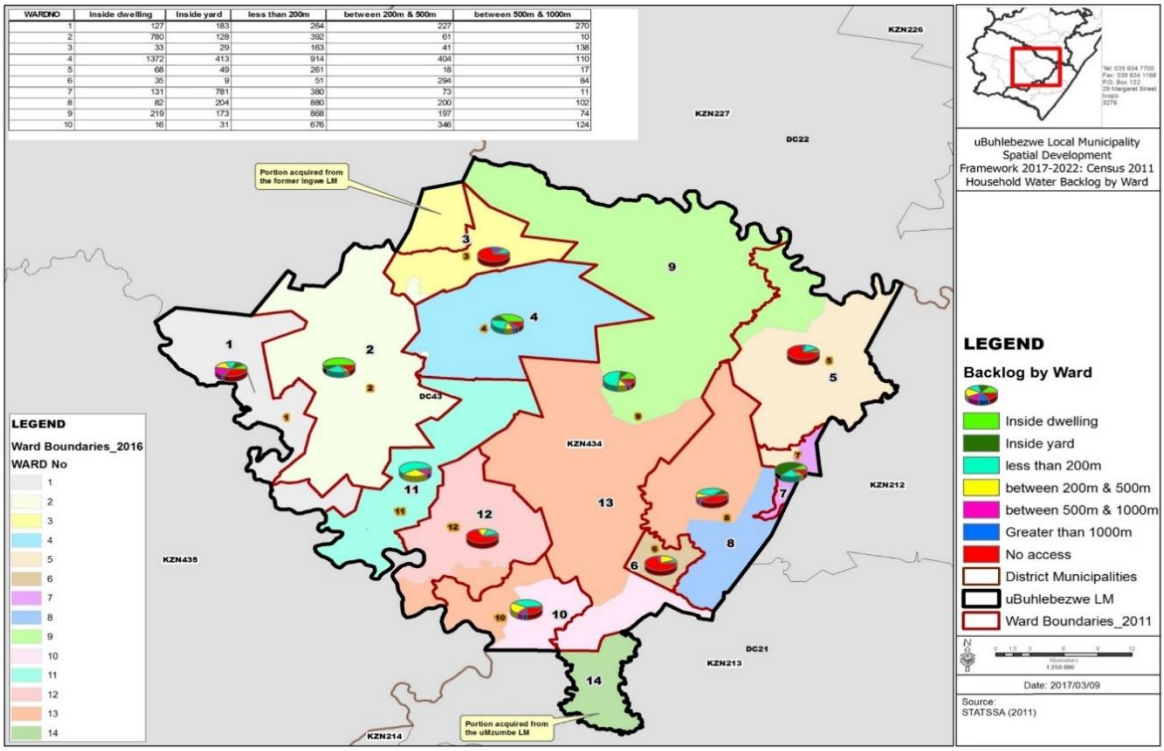
The minimum requirements for acceptable access to Piped Water are:

- Piped (tap) water inside dwelling/institution
- Piped (tap) water inside yard
- Piped (tap) water on community stand: < 200m from dwelling/institution

The following constitute backlogs:

- Piped (tap) water on community stand: distance between 200m and 500m from dwelling/institution
- Piped (tap) water on community stand: distance between 500m and 1000m (1km) from dwelling /institution
- Piped (tap) water on community stand: distance greater than 1000m (1km) from dwelling/institution
- No access to piped (tap) water

The (Piped) water backlog in 2011 was 12 468 households. The backlog for 2016 is 70834 (people). The map below depicts the backlogs from 2011 against the new ward boundaries.



Water backlog

Sanitation

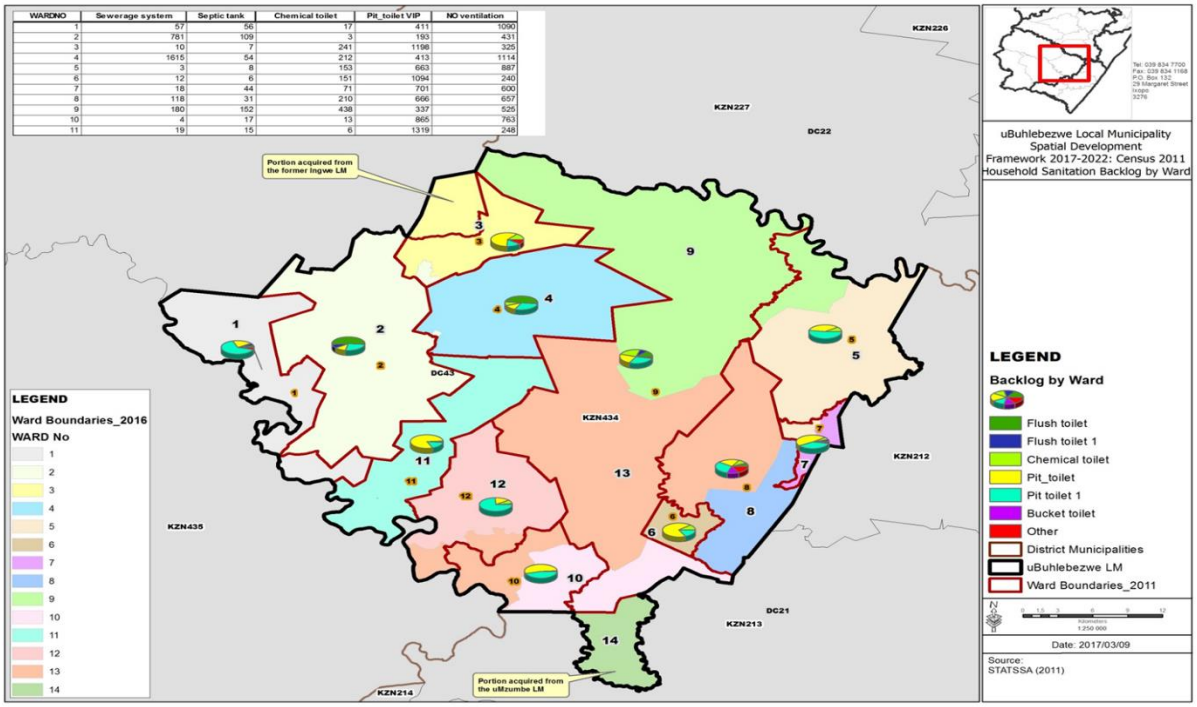
Minimum requirements for acceptable access to Sanitation are:

- Flush toilet (connected to sewerage system)
- Flush toilet (with septic tank)
- Chemical toilet
- Pit toilet with ventilation (VIP)

The following constitute backlogs:

- None
- Pit toilet without ventilation
- Bucket toilet
- Other

The sanitation backlog in 2011 was 10 287 households. The backlog for 2016 is 34 318 (people). The map below depicts the backlogs from 2011 against the new ward boundaries. The (Piped) water backlog in 2011 was 12 468 households. The backlog for 2016 is 70834 (people). The map below depicts the backlogs from 2011 against the new ward boundaries.



Refuse removal

Minimum requirements for acceptable access to Refuse Removal are:

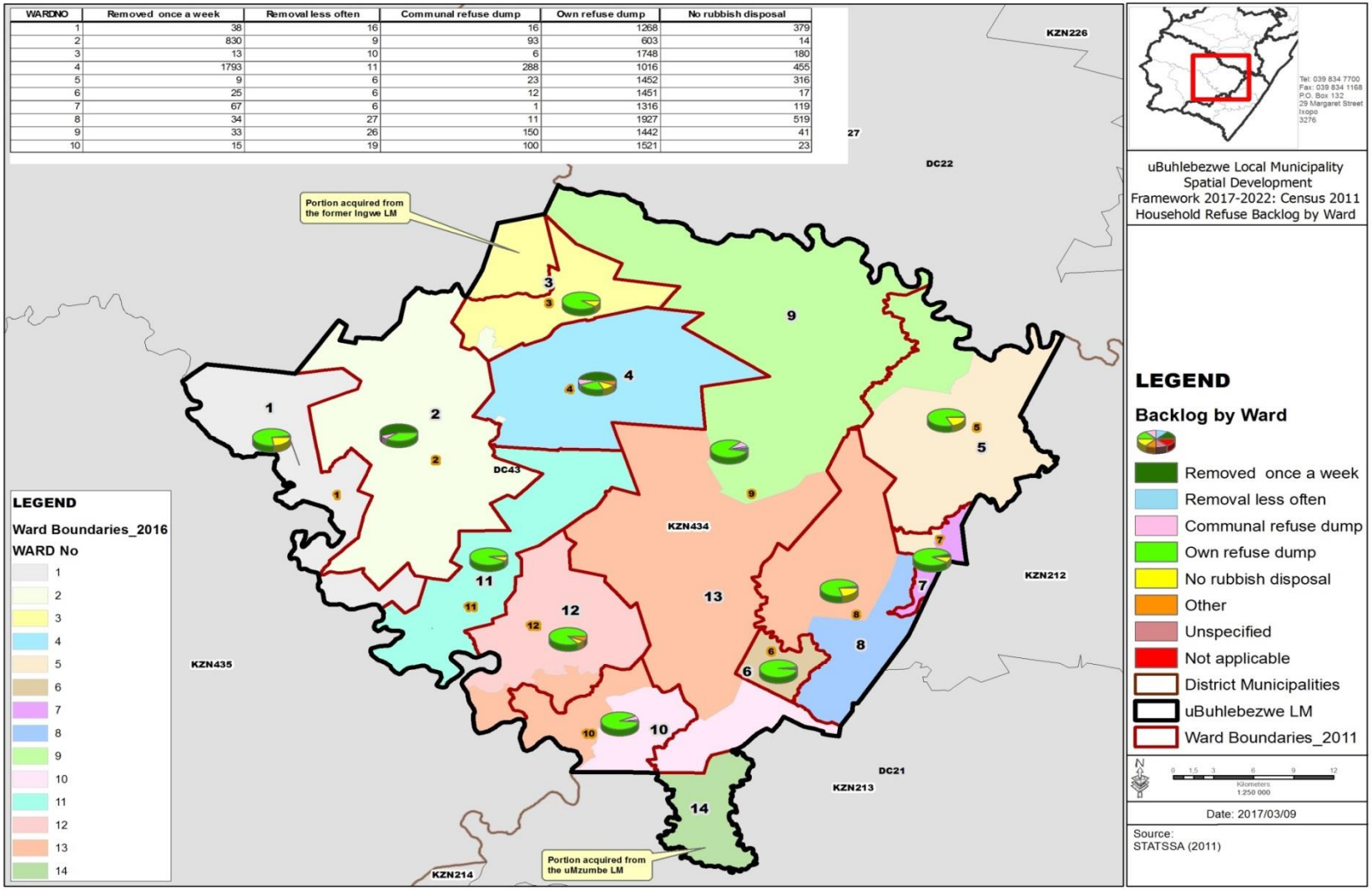
- Removed by local authority/private company at least once a week
- Removed by local authority/private company less often

The following constitute backlogs:

- Communal refuse dump
- Own refuse dump
- No rubbish disposal
- Other

The Refuse Removal backlog in 2011 was 20 432 households against 23487 total households. The backlog for 2016 is 109 424 (people) against 118 346 (people). The map below depicts the backlogs from 2011 against the new ward boundaries.

WARDNO	Removed once a week	Removal less often	Communal refuse dump	Own refuse dump	No rubbish disposal
1	38	16	16	1268	379
2	830	9	93	603	14
3	13	10	6	1748	180
4	1793	11	288	1016	455
5	9	6	23	1452	316
6	25	6	12	1451	17
7	67	6	1	1316	119
8	34	27	11	1927	519
9	33	26	150	1442	41
10	15	19	100	1521	23



Refuse Backlog

INFRASTRUCTURE DEVELOPMENT

The Infrastructure Planning and Development department is also responsible for the development of road, public transport infrastructure, public facilities, electrification project as well as the implementation of maintenance programmes.

The mandate objectives are achieved by among others:

- Design and construct roads infrastructure as per Department of Transport standards
- Design and construct sport facilities as per the Department of Sport and Recreation specifications
- Design and built all municipal buildings to meet Building regulation standards.
- Design and built all electrification projects to meet Eskom standards through the Schedule B programme.
- Implementation of project under the guidelines of the EPWP

ACTIVITY	UNIT OF MEASURE	2018/19 OUTPUT ACHIEVED
Number of km of new surfaced roads	Km	0
Number of km surfaced roads rehabilitated	Km	0.963
Number of km new gravel roads constructed	Km	6.1
Number of km patched gravel roads	Km	0
Public Transport Facility (i.e. Ixopo Bus Rank)	No.	0
Number of sport facilities constructed	No.	1
Number of sport facilities upgraded	No.	1
Number of community halls constructed	No.	2
Number of community halls Renovated	No.	1
Number of bridges constructed	No.	0
Number of crèches constructed	No.	0
Number of skills centre constructed	No.	0
Number of street light installed	No.	0
Number of Households electrified	No.	170

The following are infrastructure projects that were implemented in the 2018/19 Financial Year:

WARD	PROJECT DESCRIPTION	PHOTOS	ORIGINAL BUDGET	BUDGET SPENT IN 2018/2019 FINANCIAL YEAR	PROJECT DURATION
4	Upgrading of Fairview roads.		R 10 336 266.27	R 5 718 114.75	9 Months (Multi-year project)
2	Upgrading of Valley View roads.		R 7 059 621.38	R 3 708 011.59	07 Months (Multi-year project)
14	Upgrading of Esivandeni Road.		R 6 736 497.87	R 1 933 743.19	7 months (Multi Year)
2	Upgrading of Golf Course Roads		R 7 618 470.53	R 4 813 400.57	8 Months (Multi -year project)
12	Amazabeko Community Hall		R 3 498 455.45	R 2 234 083.93	7 Months
5	Nkweletsheni Community Hall.		R 3 540 436.88	R 1 902 956.36	7 Months

11	**Construction of KwaDladla Sport Field**		**R 1 513 683.82**	**R 498 082.69**	**6 Months (Multi year)**
5	**Umkhunya 904 households Electrification Phase2**		**R 25 103 856.72**	**R 3 906 778.19**	**21 Months (Multi-year project)**
1	**Webtowns Electrification**		**R 3 768 686.87**	**R 1 594 680.58**	**6 Months**
10 & 13	**Blackstore Electrification**		**R 20 628 035.63**	**R 10 158 107.96**	**10 Months (Multi-year project)**
6	**Construction of Pass four Phungula Sportfield**		**R 5 099 476.92**	**R 4 748 738.12**	**6 Months**
7	**Construction of Shelembe road**		**R 3 050 787.97**	**R 1 952 365.10**	**4 Months**

10	**Construction of Nxele Road**		**R 2 031 292.89**	**R 1 731 416.67**	**4 Months**
12	**Refurbishing of Shiyabanye Hall**		**R 619 943.50**	**R 414 631.80**	**6 Months (multiyear)**
4	**Construction of Emergency Centre**		**R 17 887 575.67**	**R 3 116 609.50**	**8 Months (Multi-year project)**
2	**Construction of Municipal Building(Revamping)**		**R 27 459 466.94**	**R 5 376 700.83**	**12 Months (Multi-year project)**

PROJECTS IMPLEMENTED IN THE 2018/19 FINANCIAL YEAR:

APPROVED BUILDING PLANS FOR 2018/19:

Approved and completed

Erf 1642 Morning View - Proposed new dwelling unit

Erf 1669 Morning View - Proposed new dwelling unit

Erf 1673 Morning View – Proposed new dwelling unit

Erf 1649 Morning View - Proposed new dwelling unit

Erf 1648 Morning View – Proposed new dwelling unit

Erf 469 Stuarstown – Proposed additions to existing dwelling unit

Rejected and no construction

Erf 449 Morning Side – Proposed outbuilding

Approved but not yet constructed

Portion 38 of 3840, Ixopo – Proposed new dwelling unit

Erf 279 Morning Side – Proposed additions to existing dwelling unit

Erf 1665 Morning View – Proposed new dwelling

SOCIAL AND LOCAL ECONOMIC DEVELOPMENT

SOCIAL AND LED

The Constitution of the Republic of South African (1996) Section 152 (c) and 153 (a) states that local government must "promote social and economic development" and must "structure and manage its administration, and budgeting and planning processes to give priority to the basic needs of the community and to promote the social and economic development of the community".

The following highlights the progress which was made by LED / Tourism unit during 2018/2019 financial year on ward–based projects implementation, business support services, capacity building for SMME's / Cooperatives, partnership to help small farmers in Ubuhlebezwe through a partnership with LIMA on a programme called Abalimi Phambili, Ubuhlebezwe Farmers Day 2019, RASET Programme and Ubuhlebezwe Municipality Tourism Initiatives.

LED Projects that have been funded in the 2018 / 19 financial year namely:

NO	PROJECT NAME	LOCATION / WARD	TYPE / SECTOR
1.	**Amambo Fashion Design**	Ixopo Ward 02	Textile and Clothing
2.	**Ungakwenza**	Fairview Ward 04	Art & Craft
3.	**Cyrilled (PTY) LTD**	Mariathal Ward 04	Welding
4.	**Sukuma Black**	Mariathal Ward 04	Block Making
5.	**Nduli**	Fairview Ward 04	Block Making
6.	**Panderosa Farming**	Makholweni Ward 04	Agriculture Crops
7.	**Mayoyo Welding**	Hlokozi Ward 08	Welding
8.	**Mkhonjiswa Paul Kheswa**	Hlokozi Ward 06	Agriculture Crops
9.	**Hilltop Farm**	Hluthankungu Ward 08	Livestock (Chickens)
10.	**Sakha Icathulo**	Jolivet Ward 07	Textile and Clothing
11.	**M.M Mzizi**	Springvalle Ward 09	Livestock (Piggery)
12.		Springvalle Ward 09	Agriculture Crops

	Mandaluhla Primary Co-operative		
13.	**Ekuthuleni Co-operative**	Nhlamvini Ward 09	Agriculture Crops
14.	**Imiz' ayifani Agricultural Co-op**	Kwathathani Ward 10	Agriculture Crops
15.	**Nokweja Chicken Farm (PTY) LTD**	Nokweja Ward 11	Livestock (Chickens)
16.	**Amadunge Sewing Project**	eMadungeni Ward 12	Textile and Clothing
17.	**Ezokulima Fici Trading (PTY) LTD**	eMazabekweni Ward 12	Agriculture Crops
18.	**Sthembiso eMazabekweni**	eMazabekweni Ward 12	Agriculture Crops
19.	**Tranquil**	eMazabekweni Ward 12	Agriculture Crops
20.	**Zondi Farm**	eMazabekweni Ward 12	Livestock (Cows)
21.	**Nomvula Trading**	Kwamashumi Ward 13	Livestock (Chickens)
22.	**The Mntambos Farmers**	Ndwebu Ward 14	Agriculture Crops
23.	**Ikhabalethu Co-operative**	Ndwebu Ward 14	Agriculture Crops

Ubuhlebezwe Municipality LED Projects 2018 / 2019

Ward-based projects

The 23 twenty three Local Economic Development projects implemented by Ubuhlebezwe Municipality are as follows:

NAME OF THE PROJECT	WARD	PROJECT DESCRIPTION
1. **Amambo Fashion Design**	2	 This is a sewing project that is based in Ixopo ward 2 of Ubuhlebezwe Municipal boundaries and it deals with texture and clothing. The project was assisted with sewing material, machine overlocking jaki 2 machines kingstar and chairs. It has employed 4 people consists of 4 females.
2. **Ungakwenza**	4	This is arts and craft project that is based in Fairview ward 4 of Ubuhlebezwe Municipal boundaries. The project was assisted with beads and texture and cane. It has employed 5 females.
3. **Cyrilled (PTY) LTD**	4	This is a manufacturing aluminum project based in Mariathal ward 4 and was supported with speed cutter, generator, laptop, printer, grinder and wall drill. The Project has created job opportunities for 8 females from the area.

4. Sukuma Black	4	 This is a block making project that is based in Mariathal ward 4. The project was assisted with pallet of black cement, Manual six drop egg layer block machine, spade digging B/IT, Rake All Steel 16T GRT, Wheelbarrow Lasher Concrete and Broom. There are 4 people who are employed consist of 1 female and 3 males.
5. Nduli	4	This project is a block making project that is based in Fairview ward 4. The project was assisted with pallet of black cement. There are 5 people who are employed consist of 2 females and 3 males.
6. Panderosa Farming	4	This agricuvltural crops project that is based in eMakholweni ward 4. The project was assisted with diesel water pump (irrigation system), agricultural inputs and fencing material. It has employed 16 people consists of 10 females and 6 males.
7. Mayoyo Welding	6	

		This is a welding project that is based in Hlokozi ward 6 of Ubuhlebezwe Municipal boundaries. The project was assisted with speed cutter, printer, grinder, drill and welding material. It has employed 4 people consists of males.
8. Mkhonjiswa Paul Kheswa	6	 This is agricultural crops project based in Hlokozi ward 6. The project was assisted with diesel water pump and fencing material. There are 3 people who are employed consists of 3 males.
9. Sakha Icathulo	7	 This project is based in Jolivet ward 7 of Ubuhlebezwe Municipal boundaries and it deals with texture and manufacturing shoes and belts. The project was assisted with stitch single needle and leather skin and clicking press knives. It has employed 4 people consists of 3 females and 1 male.

10. Hilltop Farm	8	This is a agriculure broilers project that is based in Hluthankungu ward 8. The project was assisted with chicken mini abattoir and chicken feeds. It has employed 7 people consists of 6 females and 1 male.
11. M.M Mzizi	9	 This is a piggery project based Springvalle ward 9. The project was assisted with infrastructure material for piggery and feeds. It has employed 4 people consists of 4 males.
12. Mandaluhla Primary Co-operative	9	 This is agricultural crops co-operative based Springvale ward 9. It was assisted with fencing material and agricultural inputs. It has employed 10 people consists of 7 females and 3 males.

13. Ekuthuleni Co-operative	9	 This agricultural crops co-perative project that is based in Nhlamvini ward 9. The project was assisted with fencing material, agricultural inputs and diesel water pump and irrigation system. There are 16 people who are employed, consists of 14 females and 2 males.
14. Imiz' ayifani Agricultural Co-op	10	 This agricultural crops co-operative project that is based in Kwathathani ward 10. The project was assisted with fencing material, agricultural inputs and diesel water pump and irrigation system. There are 6 people who are employed, consists of 2 females and 4 males.

15. Nokweja Chicken Farm (PTY) LTD	11	 This is a agriculure broilers project that is based in Nokweja ward 11. The project was assisted with chicken layers, cages, lay mash chicken and structure. It has employed 4 people consists of 4 females.
16. Amadunge Sewing Project	11	 This is textile and clothing project is based in Emadungeni ward 12 of Ubuhlebezwe Municipal boundaries and it deals with texture and clothing. The project was assisted with sewing material, machine overlocking jaki 2 machines kingstar and chairs. It has employed 8 people consists of 8 females.

17. Ezokulima Fici Trading (PTY) LTD	12	 This agricultural crops co-perative project that is based in Emazabekweni ward 12. The project was assisted with fencing material, agricultural inputs and diesel water pump and irrigation system. There are 10 people who are employed, consists of 8 females and 2 males.
18. Sthembiso eMazabekweni	12	 This agricultural crops project that is based in Emazabekweni ward 12. The project was assisted with agricultural inputs. There are 6 people who are employed, consists of 6 males.

19. Tranquil	12	 This agricultural crops project that is based in Emazabekweni ward 12. The project was assisted with fencing material, agricultural inputs and diesel water pump and irrigation system. There are 3 people who are employed, consists of 3 males.
20. Zondi Farm	12	 This agricultural livestock project that is based in Kwantambama ward 12. The project was assisted with cow feeds, immunisation, chemicals. There are 3 people who are employed, consists of 3 males.
21. Nomvula Trading	13	This is a agriculure broilers project that is based in KwaMashumi ward 13. The project was assisted with chicken layers, cages, lay mash chicken structure and chicken feeds Grower, starter and finisher.It has employed 6 people consists of 6 females.

22. The Mntambos Farmers	14	 This agricultural crops project that is based in Ndwebu ward 14. The project was assisted with fencing material, agricultural inputs and diesel water pump and irrigation system. There are 8 people who are employed, consists of 5 males and 3 Females.
23. Ikhabalethu Co-operative	14	 This agricultural crops co-operative project that is based in Ndwebu ward 14. The project was assisted with fencing material, agricultural inputs and diesel water pump and irrigation system. There are 10 people who are employed, consists of 8 males and 2 Females.

Ubuhlebezwe Municipality LED Funding Grant Programme wards presentation

During the Ubuhlebezwe Municipality IDP Road-shows, The LED unit makes a presentation on the funding available for LED projetcs. The requirements and processes of obtaining LED Municipal grant funding are also presented so that Cooperatives and SMME's can apply for funding.



Ubuhlebezwe Municipality LED Funding grant programme presentation

Ubuhlebezwe Municipality Farmers Day 2019

Ubuhlebezwe Municipality Local Economic Development and Tourism Unit with the following stakeholders; Lima Rural Development Foundation, EDTEA, HGDA, Harry Gwala AGRI and Department of Agriculture hosted its Ubuhlebezwe Farmer's Day on the 04th of April 2019 for aspiring farmers within Ubuhlebezwe. It was information sharing day for farmers active within the Ubuhlebezwe community. The Ubuhlebezwe Municipality, Greater Kokstad Municipality Meadow, P. Trimborn Agency, SIFA, SEDA, Sutherland Seedlings, Farmers Agri-care, SAPPI, Afgri and Omnia engaged with the farmers and conducted presentations. The purpose of the farmer's day was to grant the farmers an opportunity to interact with suppliers as well as access information from relevant stakeholders to improve their agricultural practices.

Furthermore to address the following challenges;

- Infrastructural development (fencing and irrigation system)

- Mechanisation (Tractors and implements)
- Livestock animal branding and dipping tanks.



Ubuhlebezwe Municipality Farmers Day 2019

LIMA Smallholder Farmer's Abalimi Phambili Project

The Smallholders Farmer's Abalimi Phambili is focusing on the entire agricultural value chain to ensure sustainable job creation. This will be achieved through 4 core elements:

- Technical training and skills development through training;
- Establishment of Agri-hubs and identifying value adding opportunities;
- Market Access Development;
- Provision of production loans to qualifying famers.

The programme duration is **1st of October 2015 to the 30th of September 2019 (4 years);**
A steering committee which also includes the Agriculture Task Team was established through Ubuhlebezwe Municipality LED Forum. Its function is to deal with local agricultural related issues and also Lima reports on the project's progress quarterly. The Agriculture Task Team is currently fully functional.

Capacity Building for SMME's / Co-operatives

Training of SMME's / Cooperatives was coordinated on the 18th-22nd of February 2019 on basic business skills. The training was conducted at the Peace Initiative Hall. The objective of the training was to capacitate SMME's / Cooperatives with business management skills and basic financial skills needed to run a business. The Municipality has partnered with SEDA.

Ubuhlebezwe RASET Programme

The Department of Economic Development Tourism and Environmental Affairs (EDTEA) launched Operation Vula RASET programme in partnership with Harry Gwala Development Agency and all local Municipalities within Harry Gwala District Municipality in 2018. The Department of Education under NSP Programme has signed a service level agreement with Harry Gwala Development Agency. The agreement has allowed all the farmers within the Harry Gwala Development Agency to supply their produce such as; cabbage, spinach, tomatoes and butternut to the schools. The RASET programme started on the 02nd of April 2019. Ubuhlebezwe Municipality is also taking part in such a sustainable programme; hence the Ubuhlebezwe Secondary Co-operative has been registered and will be responsible in facilitating the RASET programme with the Support from Ubuhlebezwe Municipality and Harry Gwala Development Agency. The Ubuhlebezwe Municipality was identified as leading in agriculture in terms of having enough produce, which allowed The Harry Gwala Development to kick-start RASET Programme collecting the produce from Ubuhlebezwe Municipality for the entire Harry Gwala District.



Collecting tomatoes for NSP Programme from one of our farmers Mr Sthembiso Khumalo Emazabekweni ward 12.

Business support services :

The Business Act of 1991 stipulates that "the administrator my by notice in the official Gazette, designate a local authority or appoint any person or body as a licensing authority for area which the Administrator specifies of defines in the notice, to undertake from a date specified in the notice the licensing of businesses in the area concern". Through this provision, the municipality has gained the administrative powers to issue business license to community of Ubuhlebezwe. The business support services are being provided to the community throughout the financial year.

As part of the Municipal functions Ubuhlebezwe has a responsibility, under the social development department to formalize the informal traders on the street to grant them trading permit and business license to formal to trade legal. Furthermore, ensuring that the environment is conducive enough such as ensuring safe and good trading areas (market stalls). Informal trades (street venders) are also invited to apply for traders permit for them to be identified for statistics purpose and be supported by the municipality.

UBUHLEBEZWE MUNICIPALITY TOURISM INITIATIVES

Vision

To be a leading nature and culture-based tourism destination in the Harry Gwala District by 2021. Tourism shall be a dynamic engine of economic growth making a significant contribution to the wellbeing of the people of Ubuhlebezwe Municipality.

Tourism Objectives

- To ensure awareness of the tourism opportunities available at Ubuhlebezwe Municipality.
- To encourage both formal and informal investment in the tourism sector.
- To exploit the existing tourism potential so as to attract tourists into Ubuhlebezwe Municipality.

Hluthankungu Tourism Launch 2018

Ubuhlebezwe Municipality hosted its Annual Tourism launch on the 01st September 2018 in celebration of international Tourism and Heritage month. It took place at Hluthankungu Farmers Market in ward 8. The Hluthankungu Tourism Launch aims at mainstreaming the role of arts, culture and heritage in social and economic development. The main objective of the event was to;

- To profile Ubuhlebezwe and showcase its unique and diverse tourism experiences offered locally thus encouraging domestic travelling.
- To create public awareness on tourism and to generate local economic activity.
- To highlight the significance of tourism as a tool for development and cultural enlightenment.
- Aims at promoting Hluthankungu as a Tourism Hub (destination) and to create an enabling environment for tourism to flourish within Ubuhlebezwe.

The Hluthankungu Tourism Launch was composed of varies activities;

- Cross Country fun walk,
- Horse Race,
- Bicycle Race,
- Fishing competition,
- Mission guided tour to St Micheals, St James Mission and eTsheni.
- Cultural entertainment
- Art & Crafts Exhibition and
- Fashion Show



Hluthankungu Tourism Launch 2018





Hluthankungu Tourism Launch 2018

Ubuhlebezwe Alan Paton Steam Train Race 2018

Ubuhlebezwe Municipality hosted its Alan Paton Steam Train Race on Saturday the 15th of September 2018, in celebration of international tourism month. The race was the athletics against the train, it started at Carisbrooke Train Station endpoint Ixopo Allwoodburn Train Station ward 2.

The main objective of the event was to;

- Showcasing Rail tourism and the legacy of Alan Paton in Ubuhlebezwe

- To highlight the significance of tourism as a tool for development and cultural enlightenment.
- Aims at promoting Ixopo as a Tourism (destination)
- To create an enabling environment for tourism to flourish within Ubuhlebezwe.
- To create public awareness on tourism and to generate local economic activity.
- To promote Ixopo as a Cross Country Destination
- To promote healthy lifestyle

The Ubuhlebezwe Alan Paton Steam Train Race was composed of varies activities;

- Cultural entertainment
- Art & Crafts Exhibition
- Ubuhlebezwe Steam Train Ride



Ubuhlebezwe Alan Paton Steam Train Race 2018



Ubuhlebezwe Alan Paton Steam Train Race 2018

Ubuhlebezwe Clean-up Campaign 2018

Ubuhlebezwe Clean-up Campaign (31st August 2018) that was held in Highflats comprises of all Tourism Task Team, Agricultural Task Team and OSS Stakeholders.



Figure 9: Ubuhlebezwe Clean-up Campaign 2019

The Valley Trail 2019

The Ubuhlebezwe Municipality Local Economic Development and Tourism Unit have partnered with Southern Midlands Tourism (SMT), Harry Gwala Development Agency and the Paton's express. Ubuhlebezwe Municipality hosted its annual Trail Run (The Valley Trails 2019) on Sunday the 10 of March 2019.07.17. The Valley Trail was the athletics running in the trail; it started at Carisbrooke Train Station endpoint Korongo Valley Guest Farm in

Ubuhlebezwe Municipality ward 2. Ubuhlebezwe Steam Train Ride 5km, 10km and 20km trail run with an early morning train ride to the starting line at Carisbrooke Train Station. The Valley Trails 2019 was the one of the most exciting trail run.

The Valley Trails was composed of varies activities;

- Cultural entertainment
- Art & Crafts Exhibition
- Steam train ride
- Live music in the garden

The main objectives of the Valley Trails;

- Showcasing Rail tourism and the legacy of Alan Paton in Ubuhlebezwe
- To highlight the significance of tourism as a tool for development and cultural enlightenment.
- To create an enabling environment for tourism to flourish within Ubuhlebezwe.
- To create public awareness on tourism and to generate local economic activity.
- To promote Ixopo as a Cross Country Destination
- To promote healthy lifestyle
- To profile Ubuhlebezwe and showcase its unique and diverse tourism experiences offered locally thus encouraging domestic travelling.
- Showcasing Rail tourism and the legacy of Alan Paton in Ubuhlebezwe
- Aims at promoting Ixopo as a Tourism Hub (destination) and to create an enabling environment for tourism to flourish within Ubuhlebezwe



Valley Trails Highlight 2019

COMMUNITY SERVICES

WASTE MANAGEMENT:

RECYCLING INITIATIVES :

This activity is not formally implemented; the municipality does not have recycling facility, although local SMME take this business opportunity, they make arrangement with local shops owners and collect all recyclables for profit.

GENERAL CLEANING, WASTE COLLECTION, SCHEDULES :

The Ubuhlebezwe Municipality, Harry Gwala District Municipality and other government departments such as Department of Economic Development, Tourism and Environmental Affairs (Edtea) held two clean- up campaigns in Highflats. The first one was on the 31st August 2018 and the second one was held at Highflats on the 17th of September 2018, the 19th of March 2019 in Highflats, 6th of May 2919 and 9th of May 2019 in Highflats. The aim of the campaign was to focus on awareness and actual cleaning of the areas identified including informal settlement using TLB. Edtea Harry Gwala District pledged with chemicals for alien plants clearance. Challenges faced was the electricity illegal connection as well as infield roads, ie. access roads.







Highflats Clean-up campaign on the 31st of August 2018



Clean-up campaign in Highflats



Clean-up Campaign in Ixopo



Highflats Clean-up campaign

<u>Bud Weed Clearance</u>

Bug weeds and alien plants were cleared in the following sites during the month of August

- Taxi and Bus Rank area
- Behind Winners and Ixopo Clinic
- Ixopo railway station(Allburn Station)
- East Street and High Street
- Municipal site next to KZN Motors
- Red Cross
- Centenary Road
- Morning Side and Fairvie**w**

REFUSE COLLECTION WEEKLY SCHEDULE

The weekly schedule is followed on refuse collection and the waste is removed in the following areas as schedule:

- Mondays - High School down to Stuart Street up to Grant Street straight to testing ground
- Tuesdays - Morning view - High street, Mary Street and centenary road

Wednesdays - Morning Side and Highflats

- Thursdays- Little flower and Hospital. Umngeni, Harry Gwala District Municipality
- Fridays – Fairview
- Saturdays - Highflats Ixopo

CHALLENGES

- Due to shortage of Suitable land, the municipality is still faced with challenge of establishing a dumping site. UMzimkhulu Municipality dumping site is being used (on rental basis) to dump both domestic and business waste.

- **PLANS TO IMPROVE**
  The configuration of skipper trunk so that it can able to be in illegal, crane will be mounted and 350L Clamshell Bucket and Rotator will be used to grab the waste in hot sports.

- **AVAILABLE RESOURCES**

  Refuse has three trucks that are used to collect and transport waste from Ixopo to UMzimkhulu dump site.

YOUTH DEVELOPMENT

Indigenous Games Selections

The KZN Department of Sport and Recreation promoted the preservation of the indigenous games that were played by different communities. The aim is to promote social cohesion and nation building through celebrating the diversity of the people of South Africa. The 2018 edition of the KZN Provincial Indigenous Games Council took place in Ladysmith, UThukela District on 10 – 11 August 2018.

The games were hosted in partnership with the KZN Indigenous Games Council, UThukela District Municipality and the Alfred Duma Local Municipality (formerly Umnambithi / Ladysmith).

Games that were part of the programme were rope skipping (ingqathu), stick fighting (induku), drie stokkies, khokho, dibeke, juskei, amagende (stones) and the board games of umlabalaba and incuva.

Teams from all eleven districts are always participating.

The games have served as a selection for the KZN team to participate in the National Games that took place during the Heritage month of September.



Indigenous Games District Selections in Kokstad



Indigenous Games District Selections in Kokstad



Indigenous Games District Selections in Kokstad

Karate Grading

On the 22nd of July 2018 Ubuhlebezwe had a karate grading held in Morningside Soweto Hall where all karateka gathered together in one venue for the grading.



Karate Grading 22 July 2018, Soweto Hall - Morningside

CAREER GUIDANCE

The career guidance for grade 09 learners took place on Friday, 24th of August 2018 in Peace Initiative Hall.

The main aim of the career guidance was to expose grade 09 learners to various careers and advise them to choose the relevant subjects when reaching grade 10 because it's where they make the right choices to pursue their careers that will address the shortages of skills that our country needs.

The exhibitors who were able to attend the career guidance were the following:

- Department of Education
- South African Police Services
- Statistics South Africa
- Department of Agriculture, Fisheries and Forestry
- Department of and Economic Development Tourism and Environmental Affairs
- Department of Arts and Culture – Library Services
- Department of Sport and Recreation
- Department of Health
- Department of Social Development
- Department of Correctional Services

The schools that were attending the career exhibition for grade 9 were as follows:

Career Guidance for Grade 09 – 2018				
No.	**School Name**	**Date**	**Ward**	**Time & Venue**
1	MASAMENI SECONDARY SCHOOL	**24/08/2018**	*06*	***10:00*** ***PEACE INITIATIVE HALL***
2	NONKWENKWANE HIGH SCHOOL		*03*	
3	NCOMANI HIGH SCHOOL		*01*	
4	DINGIZWE SECONDARY SCHOOL		*03*	
5	WEBBSTOWN COMBINED SCHOOL		*01*	
6	AMAZABEKO HIGH SCHOOL		*12*	
7	SINEVUSO SECONDARY SCHOOL		*03*	
8	SONQOBASIMUNYE JS SCHOOL		*02*	
9	MARIATHAL COMBINED SCHOOL		*04*	
10	HLOKOZI HIGH SCHOOL		*06*	
11	IXOPO VILLAGE		*04*	
12	IMPUNGA HIGH SCHOOL		*07*	
13	IXOPO HIGH SCHOOL		*02*	
14	NDELA SECONDARY SCHOOL		*07*	
15	THELAMUVA HIGH SCHOOL		*01*	
16	BUTHATHUBUNYE HIGH SCHOOL		*10*	
17	EMADUNGENI HIGH SCHOOL		*12*	
18	NOKWEJA HIGH SCHOOL		*11*	
19	KWATHATHANI HIGH SCHOOL		*10*	





Grade 9 Career Guidance

YOUTH SKILLS DEVELOPMENT PROGRAMME

Youth Skills Development Programme in National Certificate on Supervision of Construction Processes NQF Level 4

The Youth Skills Development programme as outlined by Ubuhlebezwe Youth Development Strategy aimed at developing young people was advertised on the 08th of August 2018 and closes on the 17th of August 2018. The training took 15 days from the 17th September to the 01st of October 2018.

The certificates for the youth who went to Inchanga FET College to do National Certificate in Supervision of Construction Processes were officially handed over by the office of the Mayor during IDP Roadshows on the 16th – 18th October 2018 to the below beneficiaries.

No.	Name & Surname	ID number	Gender	Ward	Received
1.	Zamayedwa Zulu	9107046286088	Male	01	✓
2.	Thembelani Jaca	9503156349080	Male	02	✓
3.	Mnothi Nyanisa	9505025472084	Male	03	✓
4.	Mpendulo Matyeni	9009065990089	Male	04	✓
5.	Ntethelelo Mgenge	9008215787080	Male	05	✓
6.	Mxolisi Mkhize	9208255970089	Male	06	✓
7.	Simo Mzulwini	8609105557086	male	07	✓
8.	Sbongimpilo Mkhize	8703085778083	male	08	✓
9.	Mphilisi Mhlongo	9404185324089	Male	09	✓
10.	Bongumusa Maphumulo	9001246201080	Male	10	✓
11.	Ayanda Njilo	8604230534087	Female	11	✓
12.	Nkosithandazani Hlongwana	9008315518088	Male	12	✓
13.	Sanele Khambule	9603236272086	Male	13	✓
14.	Thokozani Mahlaba	8308315341080	Male	14	✓




Official Handover of Certificates 16 -18 October 2018

Graduation Ceremony

Pioneer Skills Development Institute was appointed by DEA for the implementation of the Mass Training Project, KZN: Construction MTP002 – National Certificate Building and Civil Construction NQF Level 3. The external Moderation/Verification was conducted and the certificates were received from Construction Education and Training Authority (CETA) and the graduation was conducted on the 21st of May 2019 in Soweto Hall, Morningside at 10:00am




Ubuhlebezwe Fashion Show

The fashion show that was conducted by the office of the youth on the 20th of October 2018 was successful although it was a pilot project where young fashion designers were introduced, models and dancers and showcasing the talent that our young people have in our developing communities





Nokweja Gym Park

Nokweja Gym Park is funded by KZN Cooperative Governance and Traditional Affairs, the Gym has been officially handed over on the 28th of June 2019 where Cogta, the Contractor, Ubuhlebezwe Municipality officials, Councillors, Traditional Leaders, Project Steering Committe Members and the Community of Ward 11 were present.









Learnership Programme: Building and Civil Construction NQF Level 3

The Ubuhlebezwe Local Municipality and Inchanga FET College signed an agreement for the implementation of the Building and Civil Learnership programme NQF Level 3 which was offered by Inchanga for a period of one year (12 months).

The municipality fully supported the programme, and appreciated the involvement and consultation process made by Inchanga FET College on the implementation of the programme. The municipality provided free training venue for theory and simulation for Ubuhlebezwe learners.

Below is the list of all successful candidates who have been selected to study in 2019:

No.	Name & Surname	Test Results	Gender	Ward
1.	Philisiwe Mtolo	Passed	Female	11
2.	Nokubonga Phoswa	Passed	Female	04
3.	Samukelisiwe Mnguni	Passed	Female	07
4.	Mthandeni Chiliza	Passed	Male	12
5.	Nozibusiso Ndaba	Passed	Female	04
6.	Enzile Khuluse	Passed	Female	01
7.	Linda Jili	Passed	Male	11
8.	Samukelisiwe Ngcongo	Passed	Female	08
9.	Nonkululeko Shoba	Passed	Female	12
10.	Bongeka Shange	Passed	Female	09
11.	Zethembiso Zulu	Passed	Female	04
12.	Sbonelo Mchunu	Passed	Male	14
13.	Noxolo Njilo	Passed	Female	11
14.	Luyanda Silangwe	Passed	Male	13
15.	Nontombi Gumbi	Passed	Female	04
16.	Akhona Machi	Passed	Male	02
17.	Sibusiso Mchunu	Passed	Male	14
18.	Phindile Gebashe	Passed	Female	11
19.	Malibongwe Langa	Passed	Male	12
20.	Thabo Mbambo	Passed	Male	01
21.	Lindelani Ndlovu	Passed	Male	03
22.	Thembalethu Ngubo	Passed	Female	14
23.	Mandisa Mbatha	Passed	Female	04
24.	Agnes Chiliza	Passed	Female	04
25.	Veliswa Madondo	Passed	Male	04



Building and Civil Construction Aptitude Test – 02 November 2018, Soweto Hall

BACK TO SCHOOL PROGRAMME

All high schools were visited on the second week of the schools opening for back to school programme and relevant stakeholders visited the high schools in full force.

The stakeholders were OSS members including the Independent Electoral Commission, Department Justice and Correctional Services, Local Youth Council, Department of Health (School Health), South African Police Services and the Department of Education and SGB members.

The main objective for back to school programme was to ensure that all schools are open and the learners and teachers are at school from the first day of school and also congratulate those schools who have performed very well to improve matric results for 2018 and give support to those schools who achieved excellent results pass rate for their matric results academic year in 2018.





Back 2 School Campaign 2019

MAYORAL EXCELLENCE WARDS

The Mayoral Excellence Awards held on the 13th of February 2019 where all 26 high school principals and teachers who have achieved 100% on their subjects under Ubuhlebezwe Municipality were invited

to attend the occasion. The event was a success where the best performing schools were awarded for different categories.

The municipality procured 18 chemicals for physical science kits for grade 10 -12 and 1664 Always maxi 20[s] sanitary towels provided to all high schools under Ubuhlebezwe Municipality. This event was held art Peace Initiative Hall where Harry Gwala District Department of Education Director Mrs S Zakuza-Njakazi was the delivering the message of support while His Worship the Mayor Cllr ZD Nxumalo was delivering the keynote address to the event and also in attendance was the Ward Managers, Circuit Manager, District Manager and other relevant stakeholders who were invited to grace the occasion that was a great success under the theme *"Education is the most powerful tool you can use to change the world"*







Mayoral Excellence Awards 2019



Chemicals for physical science kits and sanitary towels

COMMUNITY BURSARIES 2019

Six bursary holders are doing their final academic this year 2019 and the follow-up will be made in-terms of Service Level Agreement between the student and the municipality to ensure that each student adopts one needy learner from local schools for assistance once he/she working.

BURSARY BENEFICIARIES

No.	Name & Surname	Ward	Field of Study	Institution	Duration
1	Francis Mgxiva	04	BSc: Accounting	WITS	4th Year
2	Siphokazi Nzuza	04	ND: Accounting	DUT	4th Year
3	Chanelle Taylor	02	Bcom: Accounting	UP	4th Year
4	Michelle Jama	04	Civil Engineering	UJ	4th Year
5	Kwanele Mbambo	03	ND: Accounting	DUT	4th Year
6	Sthembele Vezi	08	B. Acc. Science	WITS	3rd Year
7	S'phesihle Mkhize	11	Bcom: Accounting	UKZN	3rd Year
8	Sinelisile Duma	12	ND: Accounting	MUT	3rd Year

Mayoral Cup

The wards selections games for Mayoral Cup took place on the 06th – 27th of April 2019.

No incidents seen or reported during the ward selections and all the participants were enjoying the fair games in their respective wards.and those who managed to make to the finals were provided with jerseys and balls including incentives for position one and two.

The selections were done in the following sport codes:

1. Soccer
2. Netball
3. Volleyball
4. Basketball







Mayoral Cup 2019

LIBRARY OUTREACH

Awareness Campaign at King Harvest Academy (KHA)

The library held the girls talk with Kings Harvest Academy in Hluthankungu, among the officials that were invited were educators from KHA, Social Development and a female pastor. The purpose of the event was to encouragement to the young girls as they are the female future leaders. The guidance was given to girls on how they should look after themselves. The learners had a poem that was based on theme and melodies from girls' choir.













Municipality Councilors with Library Unit:

Outreach programme took place in the library boardroom where the Ubuhlebezwe councilors, the Mayor and Deputy Mayor were invited by the library staff on the 5th October 2018. The purpose of the library day with councilors was to instill the culture of reading amongst our Councilors.





Councillors library awareness day

Margaret Mcandi in Partnership with AFRICA IGNITE

The AFRICA IGNITE is one of KwaZulu-Natal leading development agencies that promote the culture of reading throughout KZN. They use their extensive rural footprint to partner with communities, so that they can participate fairly in the society. As part of the library awareness campaign the nearby schools (Noah's Ark and Ixopo High School) were invited by the library to participate and make the children aware of the services offered by the library. Among the activities that were done was storytelling, playing indigenous activities and library orientation. The important part of the activities was to observe and teaching the children the listening skills. The activities were running from 06-09 November 2018.











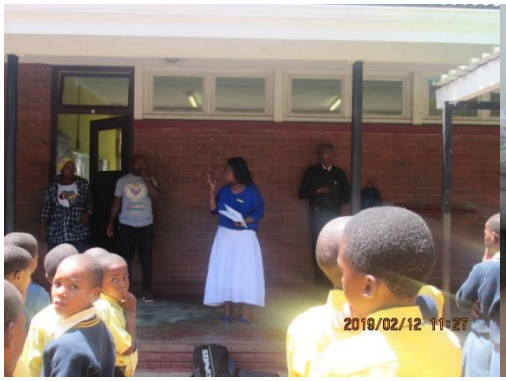


Library awareness campaign and activities with Africa Ignite

The library held the outreach campaign in Highflats primary school on the 12th of February 2019, the purpose was to give awareness to pupils and understand systems used at library. User education was given to the scholars and educators; the librarian encourages the school to use and to enrol at the library.



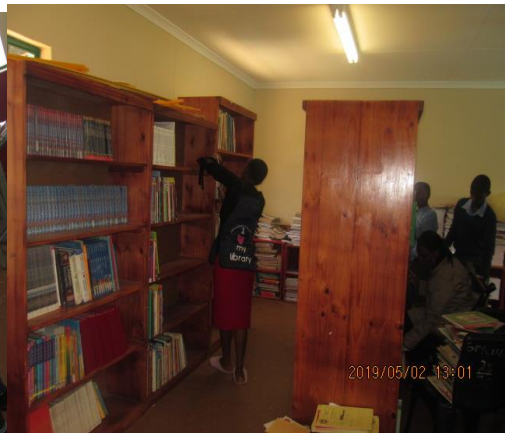






The library had a school visit at Lufafa Primary School as the library received a request from school to assist them with school library set up. The Lufafa Primary school has the various books collection including reference books. The challenge with the school librarian was the arrangement of books in the library, the Margaret Mncadi library went there to assist with the arrangements since the school have employed the qualified librarian. The Ixopo library team visited the school in April to check the status quo and on the 2nd of May 2019 to assist. The Margaret Mncadi librarian requested the school to capacitate school library monitors that will assist the learners in the school library. On the day of arrival, the Ixopo librarian trained the school library monitors on what is expected from them.







Library Setup At Lufafa Primary School

LIBRARY OUTREACH - ZWELITHULE PRIMARY SCHOOL

The other school that the library visited during the month of April was Zwelithule Primary School, the school does have a school library but not in operational due to lack of resources, such as, books the only thing they have is empty shelves. The librarian had a meeting with the school principal and the library committee about the issue, advising to make the follow up with the department of education. The librarian explained the services received at the library and emphasise to use the library facilities at Communi5y Service centre in Highflats.



Outreach Programme At Zwelithule Primary School

GENDER DEVELOPMENT

Men's day

Ubuhlebezwe hosted a Men's day campaign on 24 July 2018 at Bhobhobho hall in ward 5. The event was done in the form of a talk show between old and young men. This was a response to reports on social ills such as crime committed mainly by young men. Teenage pregnancy which also affects young men is very high in the area. Bhobhobho is one of the areas where livestock theft is a challenge and men especially young men are always suspects. They blame unemployment for the social ills in the area. The municipality together with the following departments responded to issues that were raised during the talk show: SAPS, Liquor Authority, Department of Community Safety and Liaison, SASSA, Department of Health, Department of Agriculture, Department of Justice, TB/HIV Care, Aids Foundation and Lifeline. The talk show helped in dealing with challenges that result in people committing crime and coming up with solutions that benefit everyone. One of the hot issues was that of young men who impregnate young women and fail to pay damages, on the other hand young men were pleading to old men to decrease the money for damages. It was then resolved that traditional leaders must go back to teaching young men what is right or wrong. Aids Foundation, Department of Social Development and Lifeline will come together and make a plan and facilitate programmes that promote boys to men dialogues.





Women's day

On 28 August 2018 Ubuhlebezwe hosted Women's day commemoration. Different stakeholders such as Department of Health, Department of Social Development, Department of Community Safety and Liaison, SAPS, Department of Justice, National Prosecuting Authority, SEDA, Aids Foundation and Lifeline played an important role in the structuring the programme. The programme was done in 2 phases where phase 1 was a women's march to deliver a petition to the Magistrate, they carried pluck cards to demonstrate that justice must be done to fight gender based violence against them. Phase 2 was a talk show themed, *"Vuka mbokodo*". Women were given a platform to identify and discuss issues that they deal with on their day to day life. The main focus was on gender based violence and women economic empowerment. The mood allowed women to share sensitive stories to show that there is gender based violence in their areas. Most of the cases revealed by women needed immediate intervention of the Department of Social Development who was part of the programme. This has resulted in more campaigns of this nature. With the assistance of women's forums, the municipality and stakeholders have started working with women in the wards as per the resolution that was taken on Women's day.

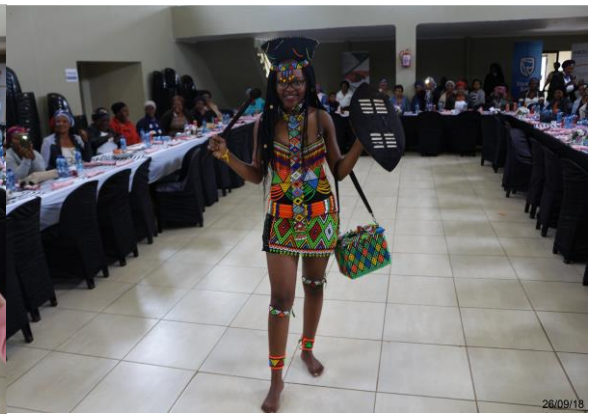




Women in business

Women in business workshop took place on 26 September 2018 at Soweto hall in ward 4. This programme was as done as a response to women's forum who had been asking for assistance for women who have started their small business by bringing them possible funders so that they know where to go when they want assistance for their businesses instead of looking for business opportunities only from the municipality. This was accompanied by a fashion show, where fashion designers showcased their talent. Women felt that there will be improvements in their businesses as they were becoming exposed to donors and the doors to knock on. Women who claimed that they have to make sure that there is food on the table no matter the circumstances were happy for what they learned from the workshop.







HIV/AIDS PROGRAMMES

World Aids day campaign

Ubuhlebezwe municipality commemorated World Aids day on 5 December 2018. This campaign is done in order to remember families that lost their lives through HIV and AIDS related illnesses and support people that are infected and affected with HIV and AIDS. During this campaign, departments and organisations share information which includes current programmes with the communities. This is then followed by awards for the best performing support group (Figure 1). Award winners for 2018 were as follows:

Winners for Best Performing support group in 2018

Position	Winner	Umbrella organization	Ward	Prize
1	Siyanqoba support group	Masakhane Women's organization	6	Trophy & certificate
2	Sizanani support group	Grace Assembly	4	Trophy & certificate
3	Lufafa support group	Lufafa Multipurpose	3	Trophy & certificate

'BABY?, NOT NOW' - TALK SHOW

Ubuhlebezwe municipality working hand in hand with their stakeholders hosted "Baby?, not now talk show". The talk show was a continuation to the programme that the Department of Education started previously to discourage pregnancy in teenagers which has a huge impact on HIV and Aids. The following department/organisations facilitated the talk show: Department of Health, Department of Social Development, Department of Justice, with Aids Foundation playing the leading role. Lifeline and rape crisis, Department of Education, Harry Gwala District HIV office, SAPS, Woza Moya, CCJD, and Ubuhlebezwe councillors contributed in the discussions. Learners, both boys and girls from all Ubuhlebezwe wards

took the show very seriously by participating fully.



To break the ice, facilitators had to dress like teenagers and show them their dance moves so that teenagers will not be scared of them when they have to participate in the talk show.

Among the reasons that were given as the cause of teenage pregnancy

- Seeing girls with boyfriends who are driving flashy cars
- Lack of parent-child relationship
- Adults do not care about using condoms when sleeping with young girls and girls do not negotiate the use of condoms.





A full participation of the learners during the talk show was observed.

- **When asked to mention people who impregnate teenagers? This is how they responded:**

  Working adults who afford fancy lifestyle lure girls with material stuff, teachers take advantage while their role is to support and protect girls, taxi drivers, stepfathers who infect girls with HIV and schoolmates who want to mark their territory

- **Main reasons for teenage pregnancy**

  Lack of parent-child relationship was seen as one of the leading factors for teenagers to look for information and love from outside. The love of fancy stuff that comes with a price is something that teenagers have to learn that these do not come for free, there is a price that might put them at risk of communicable diseases or getting pregnant and these might destroy their future plans. Teenagers are scared to go to the clinic for family planning as they feel that people will know and judge them for being sexually active at a young age.

- **Teenagers felt that in order for them to have a bright future and forget about having babies at an early age they should:**

  Not put pressure on parents instead they must accept their families' situations as families are not the same, they must not rush for what their families cannot afford. They should know what they want and be responsible for their actions and work towards changing the situation at home by going to school instead of rushing to handouts that come with a tough price.

IMPORTANT INFORMATION FOR TEENAGERS (From Stakeholders)

- Teenagers have to take a note that family planning injections will be stopped as research showed that injections have an effect on HIV infections
- The Department of Health recently came up with youth friendly programmes like **Adolescence Youth Friendly Services** (AYFS). When learners go to the clinic wearing a uniform, they receive first priority so that they can go back to school. Learners can visit the clinic between 3 and 4pm (Happy hour) and all the focus is on them. Learners can take part on educational and fun programmes or just take some rest
- If tested positive for HIV they should not forget to refer their **Index contacts**, all those that they had sexual contact with

- For more information, teenagers can visit their nearest clinics and ask for youth friendly facilities.

DISASTER MANAGEMENT AND FIRE & TRAFFIC UNITS

PREAMBLE

Chapter 5, section 50 of the Disaster Management Act, 57 of 2002, as amended from time to time indicate that (1)*"the disaster management centre of a municipality must submit a report annually to the municipal council on:*

a) Its activities during the year;
b) The results of the centre's monitoring of prevention and mitigation initiatives;
c) Disasters that have occurred during the year in the area of the municipality;
d) The classification, magnitude and severity of such disasters
e) The effects they had;
f) Particular problems that were experienced-
  i) In dealing with such disasters
  ii) Generally in implementing the act, national disaster management framework, the disaster management framework of the province concerned and the municipal disaster management framework.
g) The way in the problems were addressed and any recommendations the centre wishes to make in this regard;
h) Progress with the preparation and regular updating in terms of sections 52 and 53 of the disaster management plans and strategies by the municipal organs of state involved in disaster management in the municipal area and
i) An evaluation of the implementation of such plans.

(2) *(a) A municipal disaster management centre must at the same time that its report is submitted to the municipal council in terms of subsection (1), submit a copy of the report to*

the National Centre and the disaster management centre of the province concerned.

b) *The disaster management centre of the district municipality must, at the same time, also submit a copy of its report to each local municipality in the area of the district municipality.*

(3) *The disaster management centre of a district municipality that is operated in partnership with the local municipalities with the area of the district municipality must prepare its report in consultation with those local municipalities.*

uBuhlebezwe local municipality undertook to comply with the disaster management act, 57 of 2002 by implementing chapter 5 of the above act. There were quite a number of activities that were undertaken to prevent and mitigate disaster risks within its area of jurisdiction as part of ensuring or building disaster resilient communities.

Capacity building at community level including at schools is one of the most paramount initiatives that the municipality has embarked on in reducing the vulnerability of communities to disaster risks. The belief is that, where communities are well vested with disaster management strategies that seek to assist them during disasters, the likelihood is that, in case of a disaster incident and or disaster very minimal or nil mortalitycan be registered.

As uBuhlebezwe municipality we take pride in educating the residents within the area of jurisdiction of the municipality with special emphasis on disaster risk prevention and mitigation.

DISASTER MANAGEMENT CENTRE

uBuhlebezwe municipality's disaster management centre is located at the municipal offices in 29 Margaret street in Ixopo. Both disaster management and fire services activities are discharged from such centre.

The disaster management centre in line with section 44, of the disaster management act undertakes all activities enshrined in such section as indicative above.



location of uBuhlebezwe municipality's disaster management centre

DISASTER MANAGEMENT ADVISORY FORUM

The municipality established the Disaster Management Advisory Forum in 2014, and since then the forum has been very effective in dealing with all issues that pertains to disaster management within the area of jurisdiction of uBuhlebezwe municipality.

The forum sits once a quarter, and four times a year. For the period July 2018 and June 2019, the Disaster Management Forum set as follows:

NAME	**DATES**	**VENUES**
Disaster Management Advisory Forum	19 September 2018	Council Chamber
Disaster Management Advisory Forum	05 December 2018	Council Chamber
Disaster Management Advisory Forum	06 March 2019	Council Chamber
Disaster Management Advisory Forum	12 June 2019	Council Chamber



Disaster Management Advisory Forum in September 2018



Disaster Management Advisory Forum in December 2018



Disaster Management Advisory Forum in March 2019



Disaster Management Advisory Forum in June 2019

UBUHLEBEZWE DISASTER MANAGEMENT ADVISORY FORUM TERMS OF REFERENCE

The terms of reference for the uBuhlebezwe Municipality Disaster Management Advisory Forum are as follows:

- To deal with all disaster risk management issues within the area of jurisdiction of uBuhlebezwe.
- Provide advices and where necessary make recommendations to council on disaster risk management issues.
- Ensure contribution to disaster risk management planning and coordination.
- Promote and establish joint standards of practice amongst relevant disaster risk management stakeholders.
- Ensure that, the Disaster Management Centre stores critical information and becomes a conduit and or repository for such information
- Promote and assist with disaster management awareness campaigns, training and capacity building
- Monitor and evaluate disaster management activities.
- Ensure annual report is compiled and submitted to all relevant government spheres as required by the Disaster Management Act.

MEMBERSHIP OF THE DISASTER MANAGEMENT ADVISORY FORUM			
NAME OF REPRESENTATIVE	**DESIGNATION**	**ORGANIZATION**	**CONTACT DETAILS**
NC Mohau	Director Social Development	uBuhlebezwe Municipality	0398341904 0725853020
ZN Mthanti	Manager Community Safety	uBuhlebezwe Municipality	0398347700 0828540339
SP Mthembu	Chief Fire and Disaster Management Officer	uBuhlebezwe Municipality	0398342211 0760628953 0760628953
ZB Mthembu	Disaster Management Officer	uBuhlebezwe Municipality	0398342211 0729393281 0734337177
T. Dzanibe	Disaster Manager	Harry Gwala District Municipality	0398340043 0828057892
T.S. Mkhize	District Manager	Emergency Medical Services	0398347211 0834689563
V. Dawchurran	Communications Officer	Emergency Medical Services	0398347211 0844047817
N. Mbongwa	Principal Provincial Inspector	Road Traffic Inspectorate -Ixopo	0398341450 0798058208
N. Mhlophe	Senior Provincial Inspector	Road Traffic Inspectorate	0398341450 0829074079
Jwara	Station Commander	Ixopo SAPS	0398348823/7 0824177319
L.M. Zondi	Lieutenant	Ixopo SAPS	0398348823/7 0725490667
Mrs Mtolo Nguse	Station Commander	High Flats SAPS	0398353262/3 0824177166

S.S. Chiliza	Captain	High Flats	0398353262/3 0795000026
Mr. Mbuli	Ibhubesi Emergency Services	Operates in district area	035-7899052 0783792749
Dr. F. Parak	Gijima Care	District Area	0609090911 0609090911
Vacant	Superintendent	uBuhlebezwe Traffic	0398347700
S. Chiya	Senior Traffic Officer	uBuhlebezwe Traffic	0398347700 0826594405
P. Ramdev- Ashley	Vehicle Tower	Ashley Towing	0398341516 0715057156
Ettian	Vehicle Tower	Ixopo Towing	0398341351 0822201948
E. Mlomo	Municipal Health Services Manager	Harry Gwala District Municipality	0398348700 0781407357
T. Mahlaba	Director Social Services	Harry Gwala District Municipality	0398348700 0763180097
M. Mchunu	Municipal Health Services Manager	Harry Gwala District Municipality	0398348700 0724210687
B. Mchunu	Manager	EDTEA	0398347600 0722053441
S. Sosiba	Assistant Manager	EDTEA	0398347600 0720850458
Charmaine Moses	Manager	World Vision	0398340053

			0612936040
Zama Mngadi	Development Facilitator	World Vision	0398340053
			0829737770
Mrs. Ngcobo	Manager	Department of Social Development	0398341668
			0828048720
S. Dimba	Manager	SASSA	0398342985
			0736930372
Larry Smith	Manager	Eskom	0398342064
			0793166141
Nozipho Ndlovu	Manager	Home Affairs	0398348902
			0793409451
Cyril Vezi	Manager	South African Red Cross	0315632914
			0839389966
Thembakazi Base	Manager uMzimkhulu Branch	South African Red Cross	0829315171

The members of the Disaster Management Advisory Forum

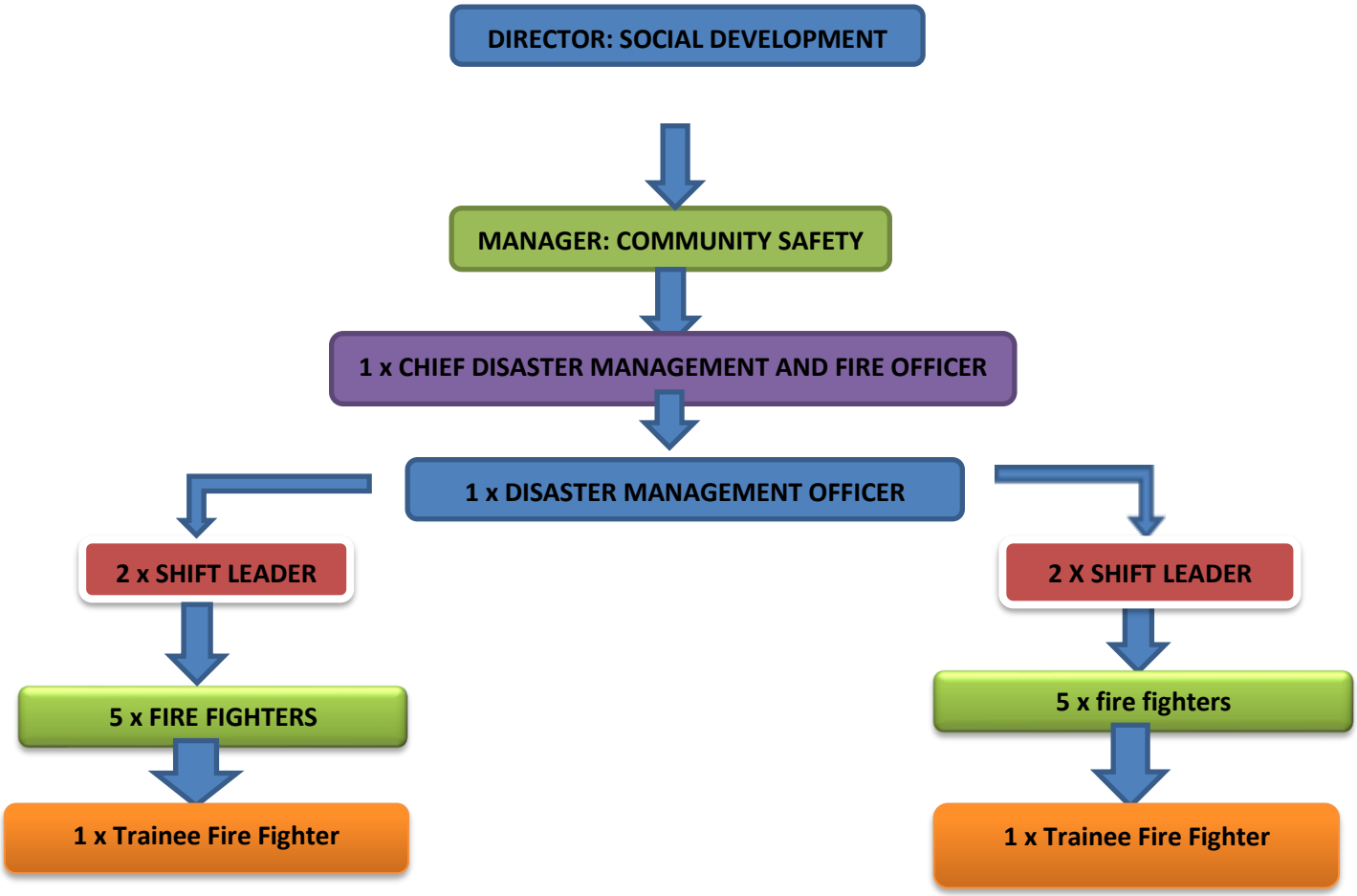
STATUS OF THE DISASTER AMANAGEMENT CAPACITY IN THE MUNICIPALITY

In line with the Disaster Management amendment Bill 2015, section 14, subsection 4, which indicates that, *"local municipalities **may** establish a disaster management centre in consultation with the relevant district municipality in accordance with the terms set out in a service level agreement between the two parties in alignment with the national norms and standards".*

In complying with the above legislation, uBuhlebezwe municipality established its disaster management centre which is situated in the municipal offices in 29 Margaret Street, Ixopo.

The Head of the Disaster Management Centre was appointed and currently running the centre accordingly.

The disaster management unit is integrated with the fire section, and is within the Social Development Department in the municipality and its organogram is as follows:



Organogram for Disaster Management and Fire

DESIGNATION	NUMBER
Director Social Development	1
Manager Community Safety	1
Chief Disaster Management and Fire Officer	1
Disaster Management Officer	1
Shift Leaders	4
Fire Fighters	10
Trainee Fire Fighters	2
TOTAL	**20**



Fire Fighters on Parade

DISASTER RISK REDUCTION PROGRAMMES/ PROJECTS BY UBUHLEBEZWE MUNICIPALITY 2018/2019

NAME OF PROJECT	BUDGET	DEADLINE
Fire Safety Inspections	-	On-going
Coordination of Disaster Management Advisory Forum	R 22, 000	On-going
Burning of fire breaks	-	May 2019
Disaster Management Awareness Campaigns	-	On-going
Fire Hydrants Inspection	-	On-going
Procurement of Disaster Management Relief	R52, 800	June 2019
Proposed uBuhlebezwe Disaster Management Centre/ Fire Station	R14, 259, 755	June 2019
Procurement of 2 Fire vehicle/Disaster bakkies	R 940, 000	June 2019
Disaster Management Promotional Material	R 30, 000	
Procurement of fire equipment	R 70, 000	June 2019
Coordination of construction of access roads in informal settlements	-	-
Recruitment of Fire Fighters (2 trainees & 2 Fire Fighters)	-	June 2019
Recovery and Rehabilitation	R 225, 000	June 2019

ACHIEVEMENTS

The Disaster Management Centre has achieved the following given its tight budget:

- Two fire/ Disaster bakkies are on order anticipating delivery sometime in August/ September 2019.
- Convinced the municipality to provide budget to procure more disaster management relief.
- Successfully conducting disaster management awareness campaigns, this has seen a reduction to mortalities related to human induced disaster risks specifically structural fires.
- Ensured continuity and sustainability of the Disaster Management Advisory Forums.
- Disaster Management Plan was successfully reviewed and approved by the municipality.
- Disaster Management Policy Framework is in place.
- Involvement of private sector on disaster management issues

CHALLENGES

- The current Disaster Management Centre/ fire station is not ideally/ strategically located in terms of ensuring suffice emergency response without interference from traffic, hence a disaster management centre is required which will be situated in an ideal location, wherein the fire equipment can also be stored in-house.
- Inaccessible informal settlements in terms of access roads which currently pose a big threat to the informal settlement residents.
- Provision of emergency houses/ wendy houses to needy communities is still a challenge
- Inadequate financial muscle for the municipality to deal with disasters.
- Approved maximum R 50, 000.00 to assist towards procuring building material for people affected by disaster incidents

REVIEWED AND UPDATED DISASTER MANAGEMENT PLAN

In line with section 52 of the Disaster Management Act (Act 57 of 2002) as amended from time to time, uBuhlebezwe municipality, reviewed and updated its disaster management plan in 2017.

Included in the plan is the ward based disaster risk assessment for the area of jurisdiction of uBuhlebezwe municipality. Such risk assessment gave effect to disaster risk reduction projects which the municipality budget for, on annual basis as part of disaster risk prevention and mitigation.*(see risk assessment below).*

DISASTER MANAGEMENT SECTOR PLAN

uBuhlebezwe municipality has since developed a Disaster Management Sector Plan for the financial year 2018/2019 for inclusion in the integrated development plan. The sector plan has

since been submitted to COGTA, the district municipality and to our IDP section in the municipality. In line with such sector plan, the following projects will be implemented for the financial year 2018/2019.

DISASTER RISK REDUCTION PROJECTS AND/ OR PROGRMMES FOR UBUHLEBEZWE MUNICIPALITY 2018/2019

PROJECT NAME	KEY PERFORMANCE AREA	KEY PERFORMANCE INDICATOR	BUDGET	TARGET AREAS	RESPONSIBLE STAKEHOLDER	DEAD LINE
Integrated Community Safety Awareness Campaigns	Conduct Awareness campaign per quarter	Four Awareness Campaigns Annually	R 50 000.00	All wards	Disaster Management stakeholders	On-going
Disaster Management Advisory Forum Meetings	Hold Disaster Management Advisory Forums	Four Disaster Management Advisory Forum Meetings Held Annually	R 22 000.00		All Disaster Management Relevant Stakeholders	June 2019
Burning of Fire Breaks	Burning of Fire Breaks	Three scheduled fire breaks conducted at high risk areas Annually	None	Ward 2 and 4	Disaster Management Fire and Rescue Services	May - June
Fire Safety Inspections	Conduct Fire safety Inspections	One Hundred and Eighty Fire Safety Inspections Conducted Annually	None	All wards	Disaster Management Fire and Rescue Services	On-going
Fire Hydrants Inspections	Conduct Fire Hydrants Inspections	Two hundred and Fourty Fire Hydrants Inspections Conducted annually	None	Ward 4	Disaster Management Fire and Rescue Services	On-going

Disaster Management Relief	Procurement of Disaster Management Relief	1. Blankets 2. Sponges 3. Plastic Rolls	R 90 000.00	All Wards	Disaster Management Fire and Rescue Services	Re-Curryin g
Disaster Management Promotional Material	Procurement of Disaster Management Pamphlets	10, 200 pamphlets- Zulu and English versions, Key holders	R 40 000.00	All Wards	Disaster Management Fire and Rescue Services	Re-Curryin g
Fire Breaks and prevention equipment	Procurement of Knapsack Tanks	20 Knapsack Tanks	R 40 000.00	All Wards	Disaster Management Fire and Rescue Services	June 2018
Lightning Conductors	Installation of Lightning Conductors	6 Lightning Conductors to be installed	R 240 000.00	Ward 13	Harry Gwala District Municipality	June 2018
Fire Emergency Vehicle	Procurement of 2 Fire (Bakkie-Sakkie)	As replacement of old Bakkie-Sakkies	R 90 000.00		Disaster Management Fire and Rescue Services	June 2018
Fire Station	Construction of a new fire station	Construction of one (1) new Fire Station	R 9 000 000.00	Ward 4	Infrastructure and Development Planning	January 2019
Study on Satellite Stations	Conduct a study on satellite stations positioning within area of jurisdiction	Report on study of positioning of satellite stations	None	All wards	Disaster Management and Fire Services	July 2018

Memorandum of Understanding	To forge and improve working relations with private sector	Memorandum of Understanding signed	None		Municipality and Private Sector	August 2019
Disaster Management Information and Communication System (DMICS)	Facilitate Procurement of the System	System procured	R 12 000.00	Ward 2	Disaster management and Fire Services	January 2019

DISASTER MANAGEMENT POLICY FRAMEWORK

As required by section 53 of the Disaster Management Act (Act 57 of 2002), the municipality developed a Disaster Management Policy Framework, which is a document that spells out, how the municipality intends implementing issues of disaster management within its area of jurisdiction.

STATUS OF READINESS TO DEAL WITH DISASTERS

As indicative above, in terms of personnel the municipality is currently ready to deal with any kind of a disaster that can be realized within its area of jurisdiction. Such can be augmented by the volunteers and other relevant stakeholders responsible for disaster management within uBuhlebezwe.

The municipality procured disaster management relief as part of ensuring that, communities can be assisted in case of need and such relief is as follows:

DISASTER MANAGEMENT RELIEF AVAILBLE 2018/2019	
NAME	**AVAILABLE AS AT 11 July 2019**
BLANKETS	44
SPONGES	38
PLASTIC SHEETS	60

Integrated Public Awareness Campaign

The municipality also undertook the public awareness campaign to the ward community with the assistance of ward counsellor and relevant stakeholders; in order to educate the community to be aware about different types of hazards that affecting the community on how to respond on disasters in order to reduce disaster risk and vulnerability. Fire beaters were provided to the ward counsellors and traditional leaders

.



Integrated community safety awareness campaign



Distribution of fire beaters to ward counsellors and traditional leaders

EMERGENCY SIMULATIONS

As part of ensuring state of preparedness to deal with emergencies the municipality conducts emergency simulations. In the past financial year (2018/2019) the municipality had the following simulations: mass casualty multi cars accident, Fire emergency evacuation, bush fire simulation and structural fire simulation.



Mass casualty multi cars accident simulation at Ixopo cross roads



Structural Fire emergency evacuation simulation inside the municipality (IPD) section

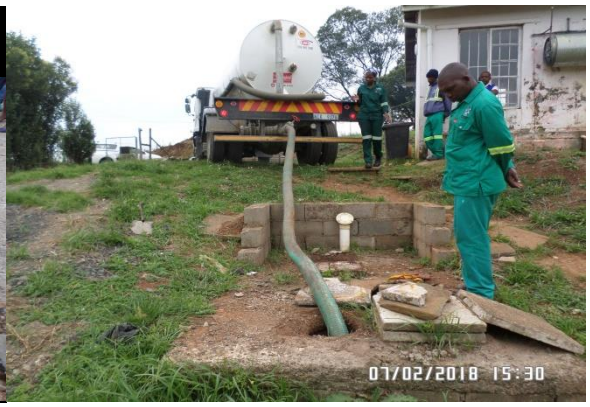


Debriefing of the structural fire emergency simulation inside the municipality (IPD) section

7.4 CLEARING OF STORM WATER DRAINS

The technical department working in conjunction with the disaster management unit, as the summer season approaches makes sure that, storm water drains are cleared to allow free flow of access water, as part of risk reduction initiatives.





Clearing of storm water drains in preparation of the summer season

CONDUCTING OF FIRE BREAKS

As per fire high risk areas, the municipality determined such areas to perform fire breaks, as means of mitigating the effects of runaway fires.



Fire break above little flower school



Fire break towards the former incinerator site

DISASTER RISK ASSESSMENT

During the review of the disaster management plan in 2018, the municipality also conducted a risk assessment of wards due to the fact that, there were some voting districts that were incorporated into the municipality after the 2016 elections.

The risk profile of the municipality is as follows:

Ward	Brief Overview	Hazards and threats
1	Ward 1 is situated on the North Western part of Ubuhlebezwe municipal area. Ward 1 shares municipal boundaries with Umzimkhulu Local Municipality, Ingwe local municipality, and ward 2 of Ubuhlebezwe Municipality.	• Fires • Floods • Storms • Motor Vehicle Accidents • Epidemics • Drought • Snow • Lightning
2	Ward 2 is situated on the North Western part of Ubuhlebezwe Municipal area. Ward 2 shares municipal boundaries with ward 1, ward 3, ward 4, ward 9 and ward 11 of Ubuhlebezwe local municipality.	• Fires • Floods • Storms • Strong winds • Motor Vehicle Accident • Hazmat Incidents • Epidemics • Drought • Potential Unrest • Lightning
3	Ward 3 is situated on the North Western part of Ubuhlebezwe Municipal Area. Ward 3 shares municipal boundaries with Richmond Local Municipality, Ingwe Local Municipality, Ward 2 and Ward 4 of Ubuhlebezwe Local Municipality.	• Fires • Floods • Storms • Motor Vehicle Accidents • Hazmat Incidents • Epidemics • Drought • Snow • Lightning
4	Ward 4 is situated on the North Western part of Ubuhlebezwe municipal area. Ward 4 shares Municipal boundaries with ward 3, ward 2 and ward 9 of Ubuhlebezwe Municipal Area.	• Fires • Floods • Storms • Motor Vehicle Accidents • Hazmat Incidents • Epidemics • Drought • Potential Unrest • Strong Winds • Illegal Connections of Electricity • Lightning
5	Ward 5 is situated on the far North Eastern side of Ubuhlebezwe Municipal Area. Ward 5 Shares Municipal boundaries with Richmond Local Municipality, and Vulamehlo Local Municipality, ward 7, ward 9 and ward 8 of Ubuhlebezwe Local Municipality.	• Fires • Floods • Storms • Hazmat Incidents • Epidemics • Drought • Lightning

6	Ward 6 is situated on the South Eastern part of Ubuhlebezwe Municipal Area. Ward 6 shares Municipal boundaries with Umzumbe Local Municipality, ward 7, ward 8 and ward 10 of Ubuhlebezwe Local Municipality.	• Fires • Floods • Storms • Motor Vehicle Accident • Epidemics • Drought • Lightning
7	Ward 7 is situated on the eastern part of Ubuhlebezwe Municipal Area. Ward 7 shares Municipal boundaries with Vulamehlo Local Municipality, ward 8, ward 6, and ward 5 of Ubuhlebezwe Municipal Area.	• Fires • Floods • Storms • Motor Vehicle Accident • Hazmat Incidents • Epidemics • Drought • Lightning
8	Ward 8 is situated on the South Eastern Part of Ubuhlebezwe Municipal Area. Ward 8 shares Municipal boundaries with ward 7, ward 6, ward 10, ward 9 and ward 5 of Ubuhlebezwe Municipal Area.	• Fires • Floods • Storms • Motor Vehicle Accident • Hazmat Incidents • Epidemics • Drought • Potential Unrest • Lightning
9	Ward 9 is situated in the centre of Ubuhlebezwe Municipal Area. Ward 9 shares Municipal boundaries with, ward 4, ward 5, ward 6, ward 8, 12 of Ubuhlebezwe Municipal Area.	• Fires • Floods • Storms • Motor Vehicle Accidents • Hazmat Incidents • Epidemics • Drought • Illegal Connection of Electricity • Lightning
10	Ward 10 is situated on the Southern part of Ubuhlebezwe Municipal Area. Ward 10 shares Municipal boundaries with Umzumbe Local Municipality, ward 12, ward 11 and ward 6 of Ubuhlebezwe local Municipality.	• Fires • Floods • Storms • Motor Vehicle Accidents • Hazmat Incidents • Epidemics • Drought • Lightning
11	Ward 11 is situated on the South Western part of Ubuhlebezwe Municipal Area. Ward 11 shares Municipal boundaries with Umzimkhulu Municipality, ward 12, ward 2, and ward 9 of Ubuhlebezwe Municipal Area.	• Fires • Floods • Storms • Motor Vehicle Accident • Hazmat Incidents • Epidemics

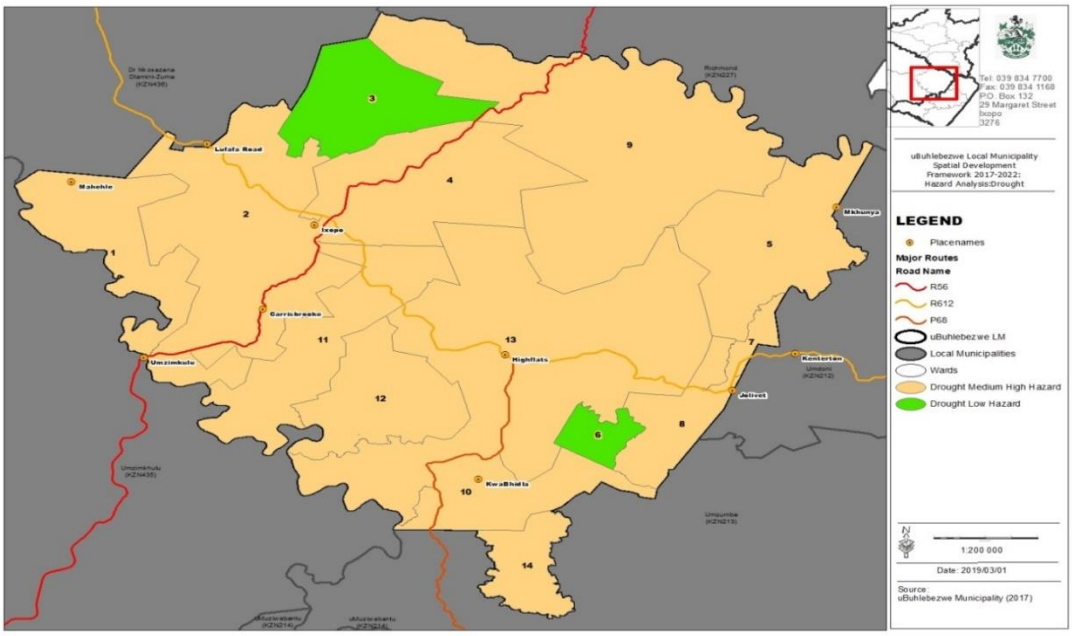
		• Drought • Snow • Lightning
12	Ward 12 is situated on the South Western part Ubuhlebezwe Municipal Area. Ward 12 shares Municipal boundaries with Umzimkhulu Local Municipality; ward 10 and ward 11 of Ubuhlebezwe Municipal Area.	• Fires • Floods • Storms • Motor Vehicle Accidents • Hazmat Incidents • Epidemics • Drought • Snow • Lightning
13	Ward 13 is situated in the centre of Ubuhlebezwe Municipal Area. Ward 13 shares Municipal boundaries with, ward 4, ward 5,ward 7 ward 9, ward 8, ward 10, ward 11, ward 12, of Ubuhlebezwe Municipal Area.	• Fires • Floods • Storms • Motor Vehicle Accidents • Hazmat Incidents • Epidemics • Drought • Illegal Connection of Electricity • Lightning
14	Ward 14 is situated in the east south of the municipal area and it shares boundaries with ward 10	• Fires • Drought • Hailstorm • Road Accidents • Heavy Rain • Floods • Strong wind • Snow • Lightning • Wild pigs • Snow • Substance Abuse and Crime • Hazardous Installations

After the risk assessment was done, risk profiles were populated for different wards and the profiles are presented below per ward.

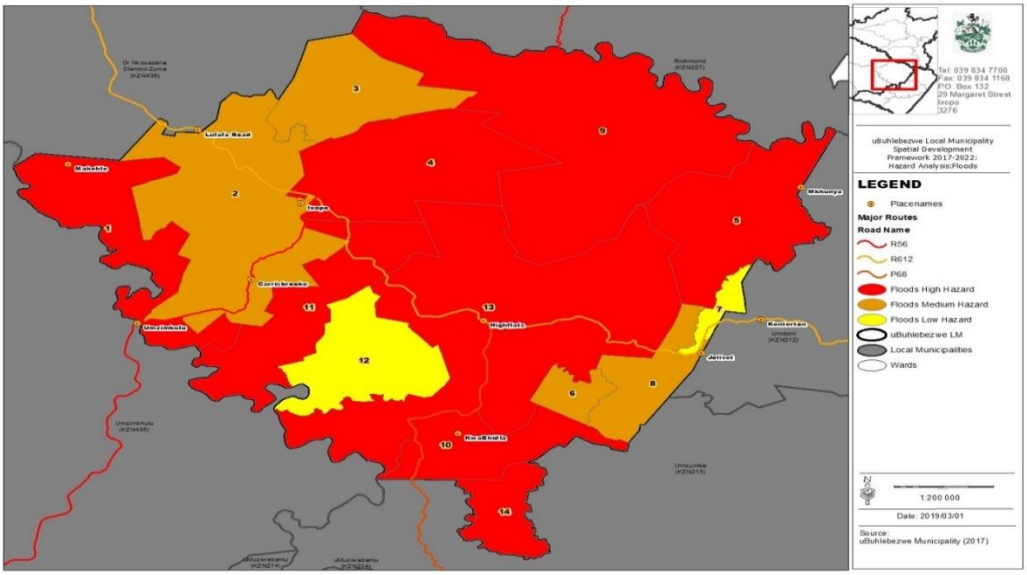
WARDNO	DROUGHT	LIGHTNING	HAIL STORMS	FLOODS	HEAVY RAIN	VELD FIRES	STRUCTURAL FIRES	STRONG WIND	SNOW	MOTOR VEHICLE ACCIDENT
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										

LEGEND	
	WARDS
	LOW HAZARD
	MEDIUM HAZARD
	MEDIUM HIGH HAZARD
	HIGH HAZARD
	EXTREMELY HIGH HAZAF

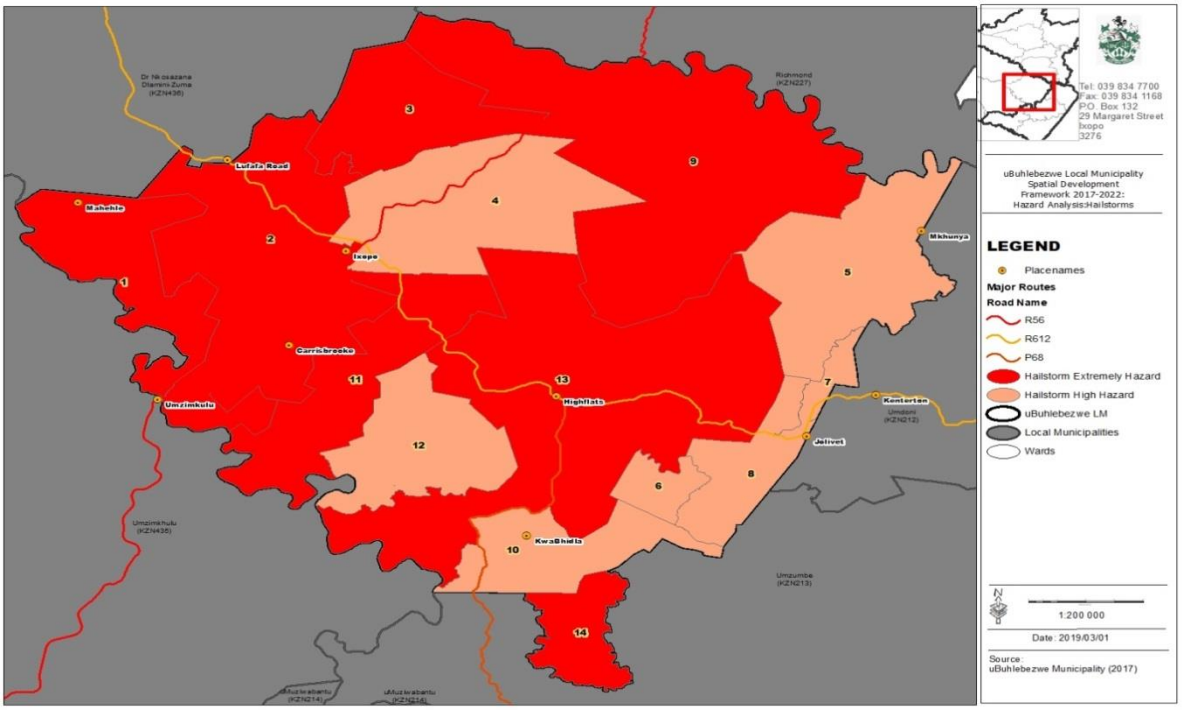
Risk Profile for uBuhlebezwe Municipality



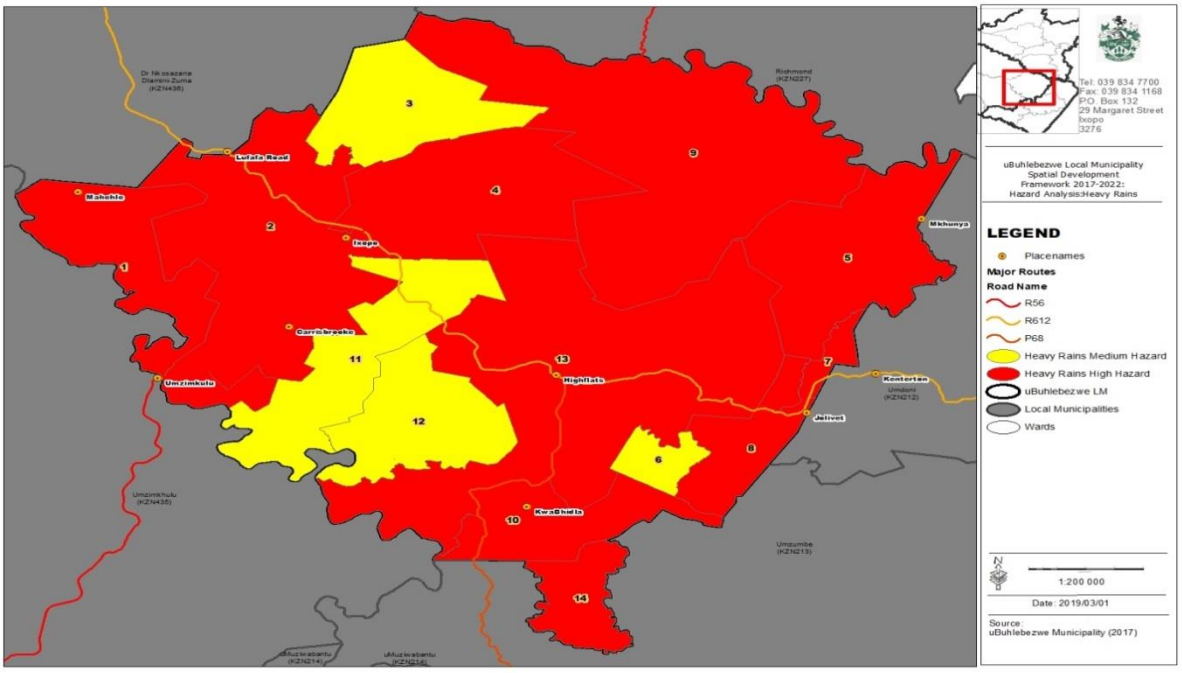
Drought hazard



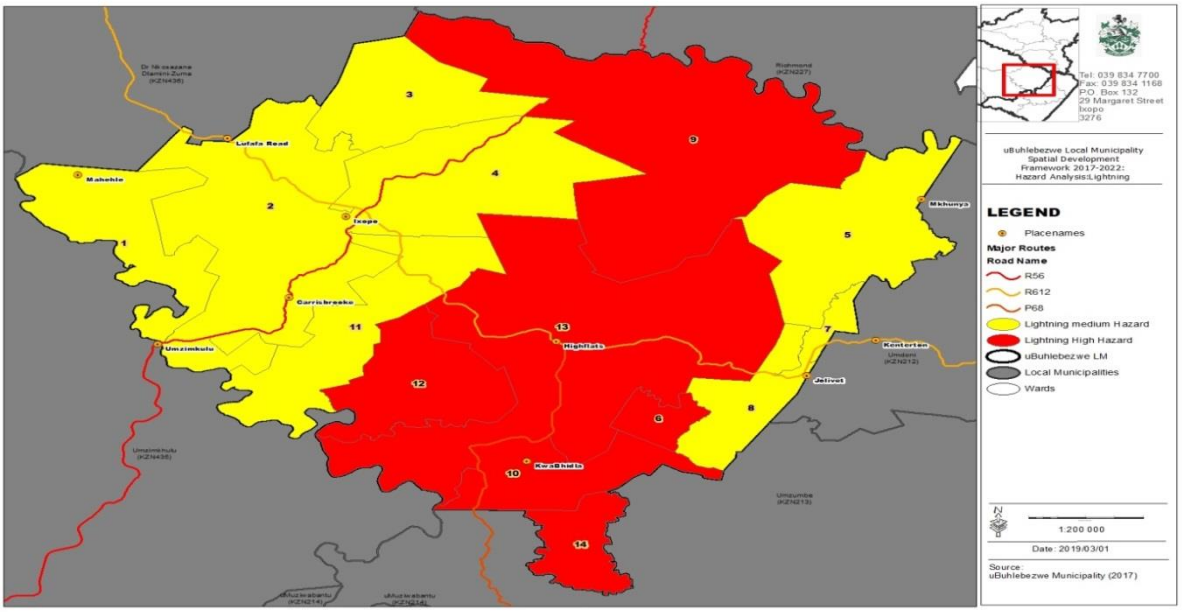
Flood Hazard



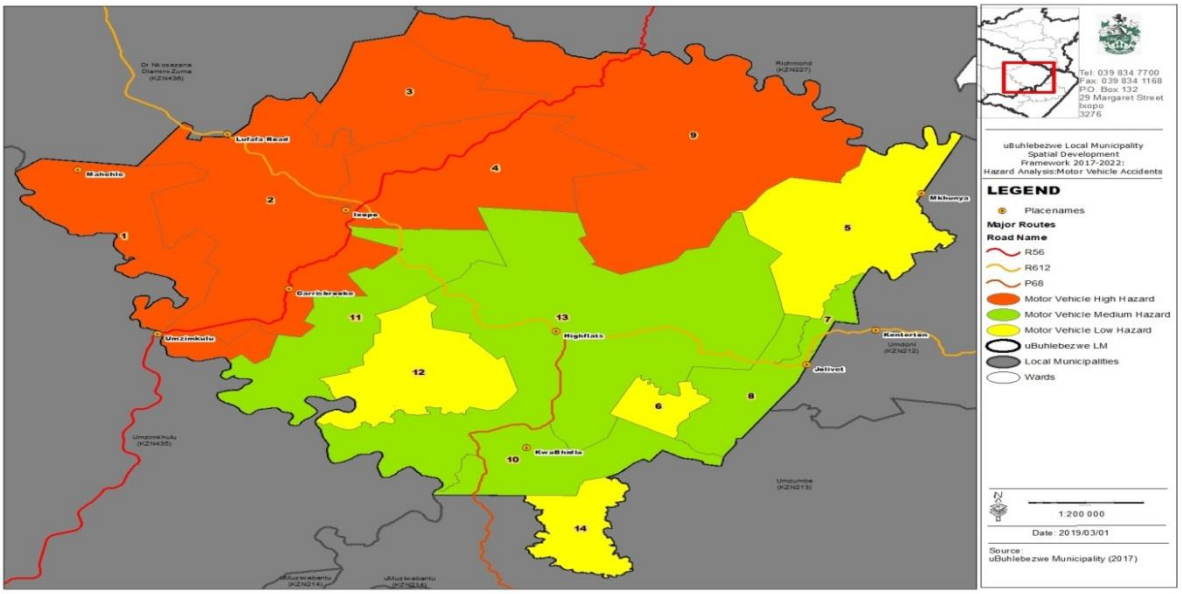
Hailstorm Hazard



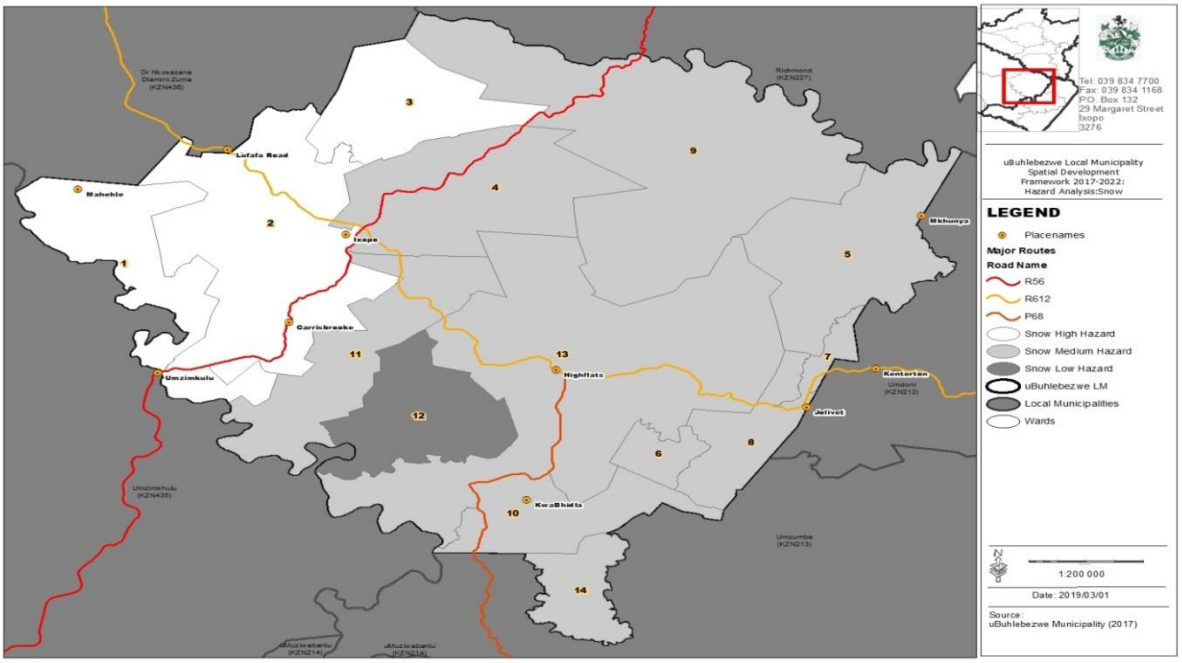
Heavy Rain Hazard



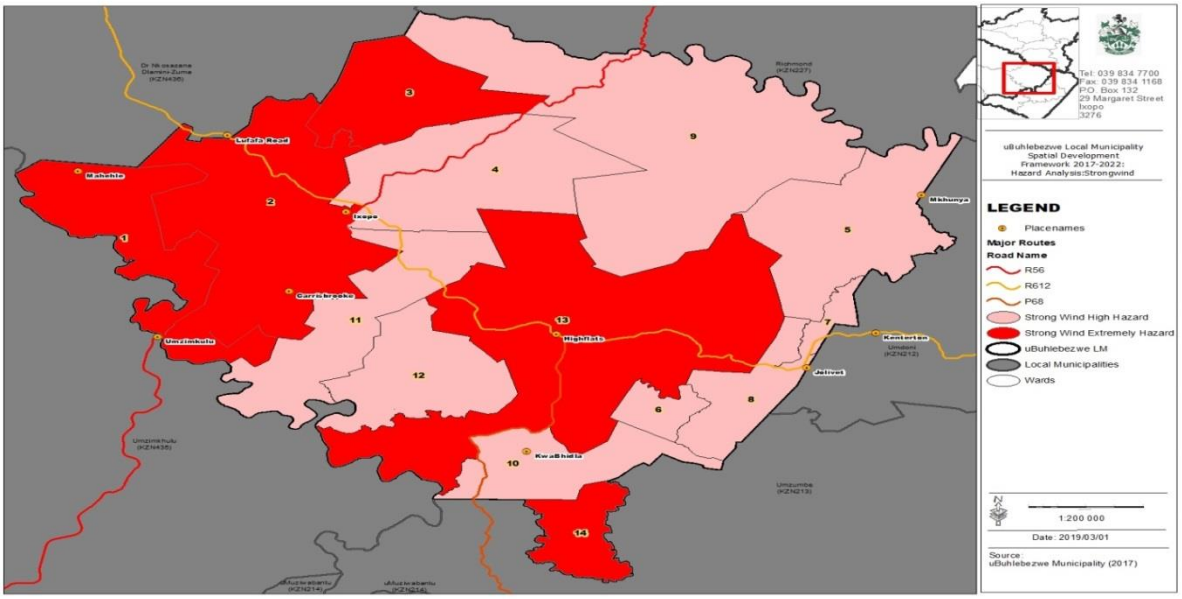
Lightning Hazard



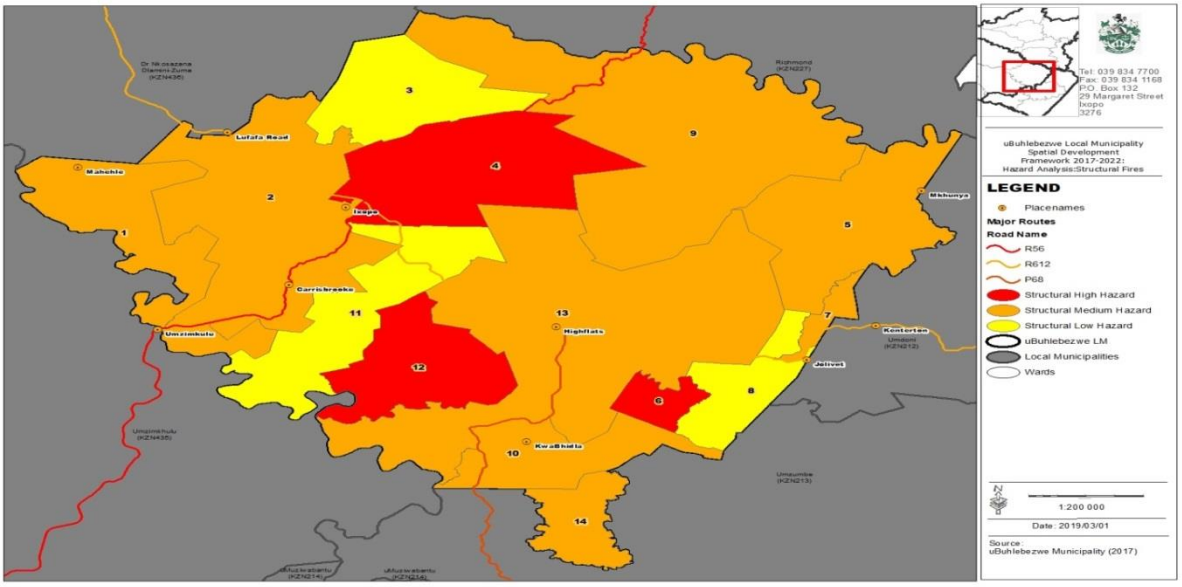
Motor Vehicle Hazard



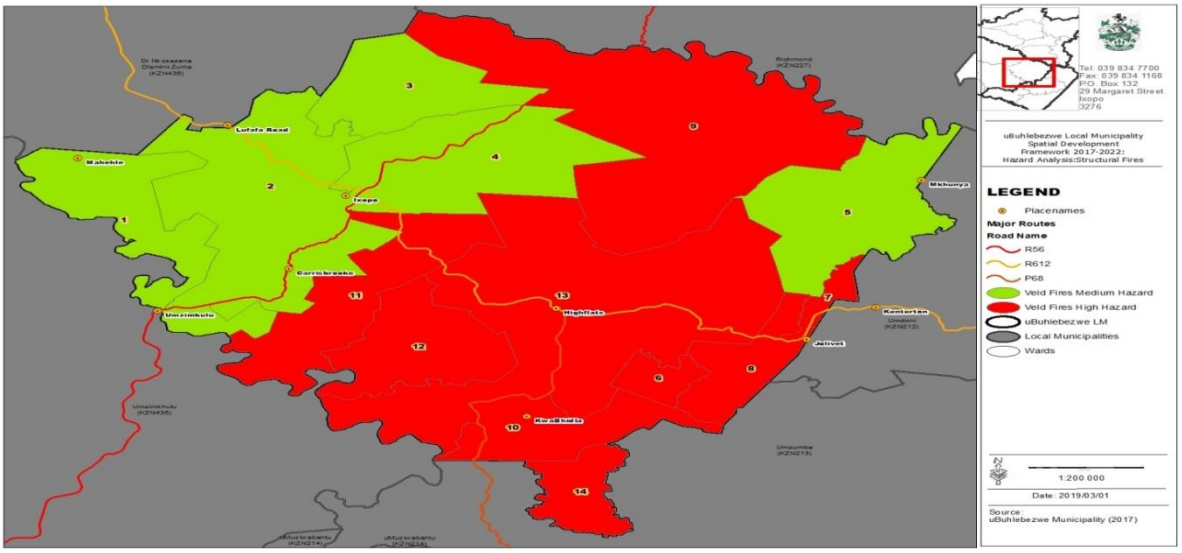
Snow Hazard



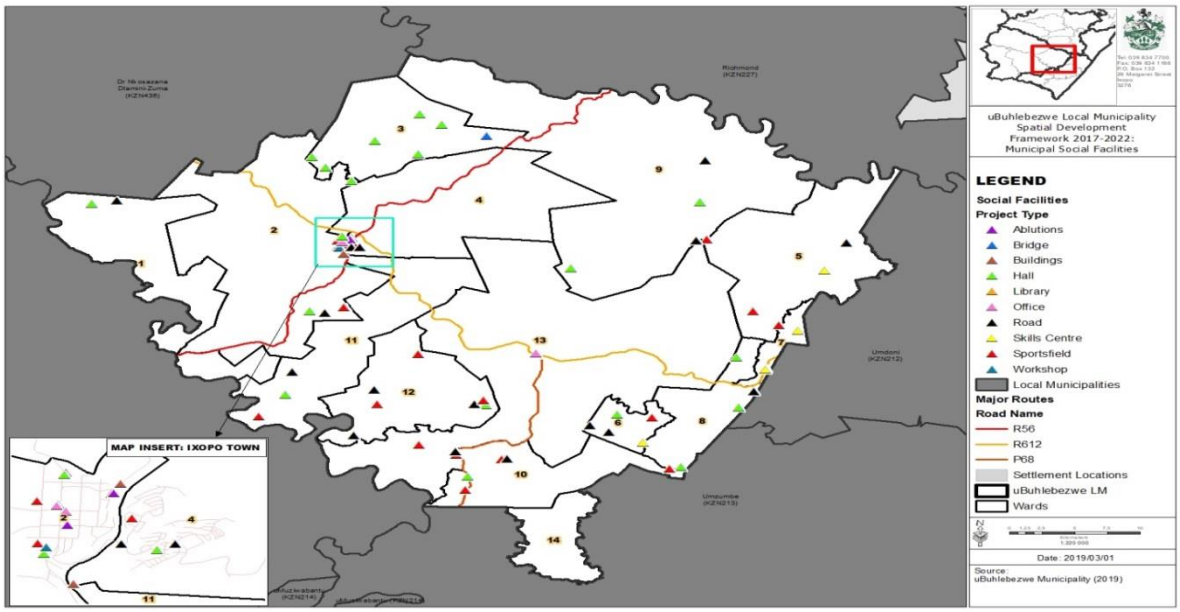
Strong Wind Hazard



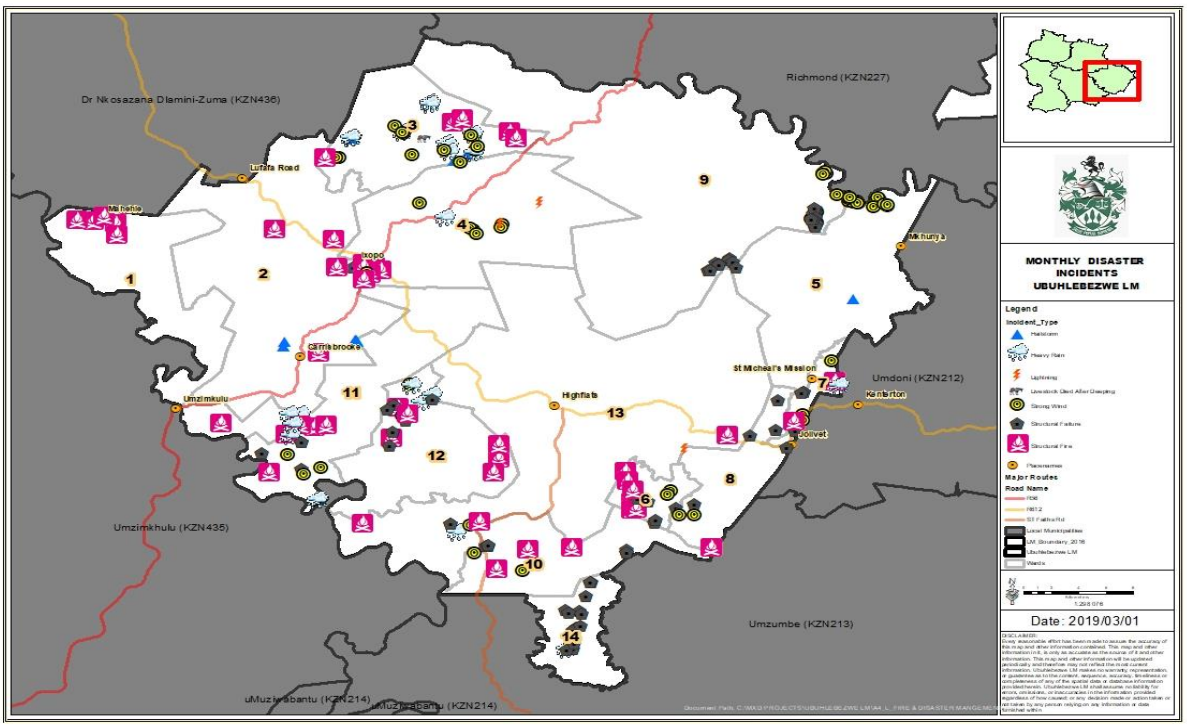
Structural Fire Hazard



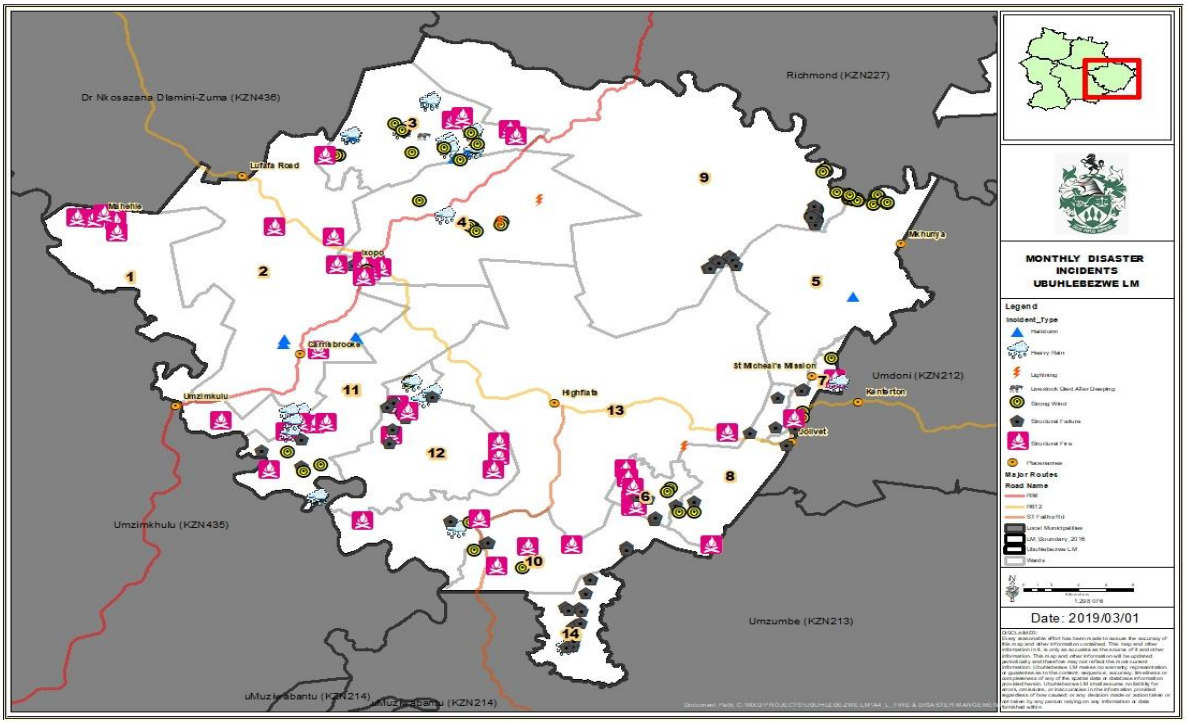
Veld Fire hazard



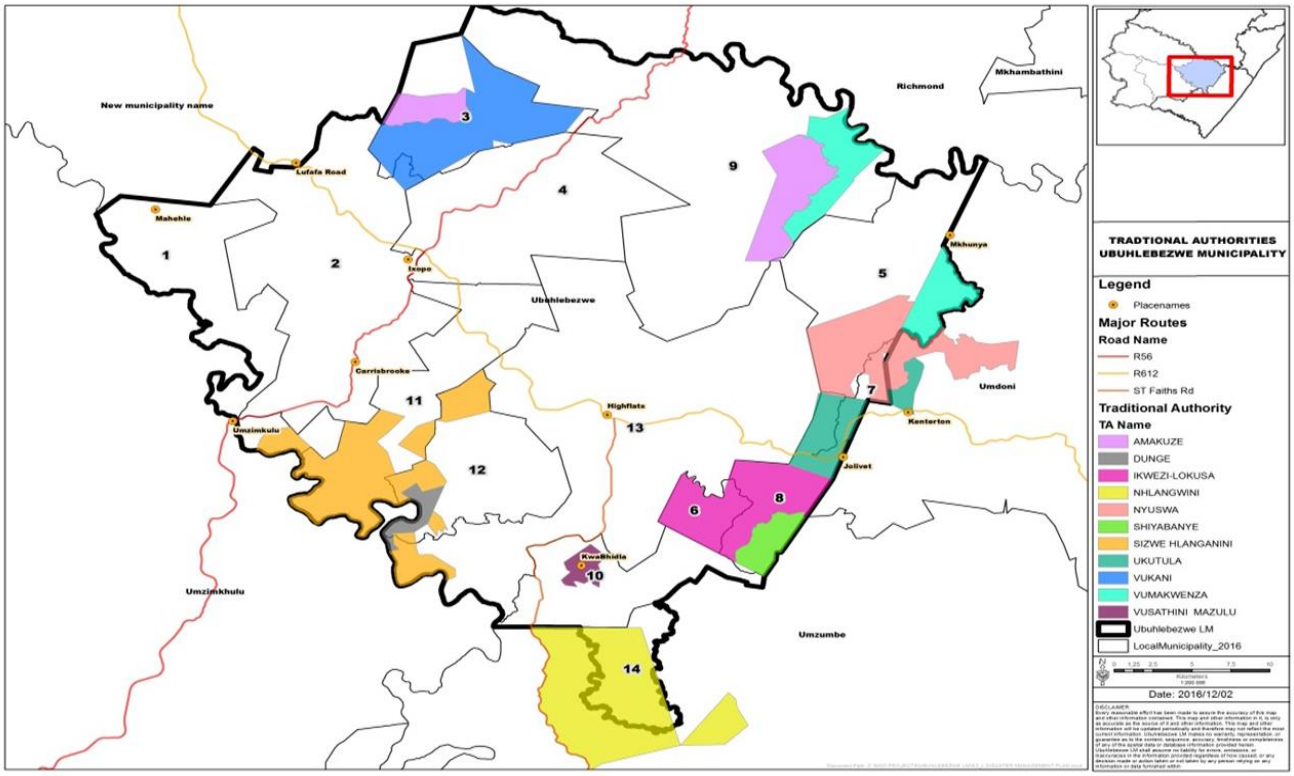
Social Facilities (Halls and Skills Centre)



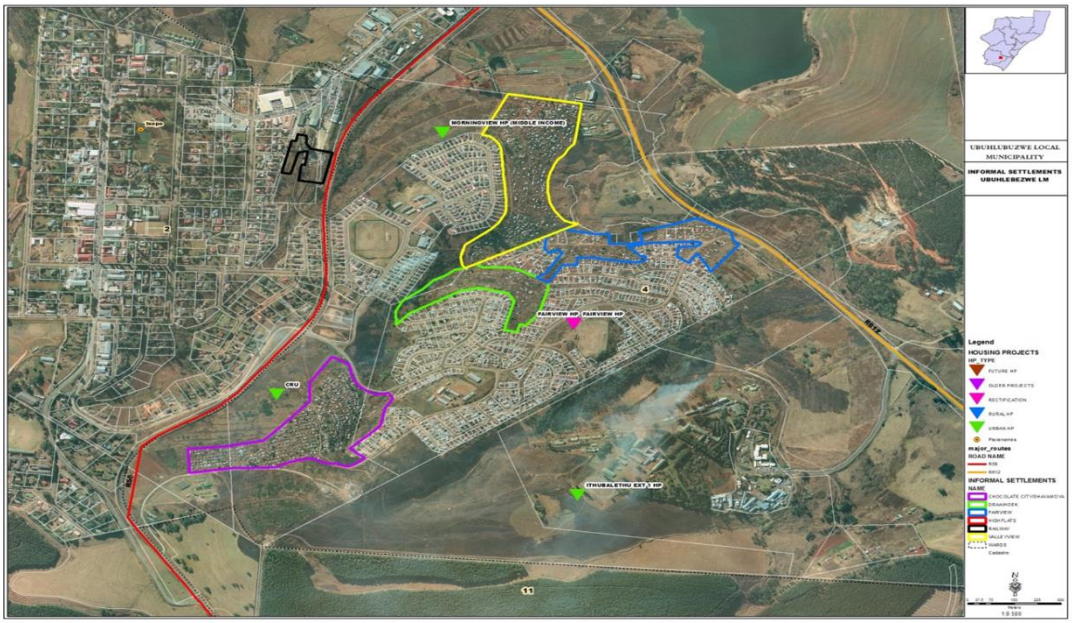
Disaster Incident Mapping (Historical Data)



Disaster Incident Mapping (Historical Data)



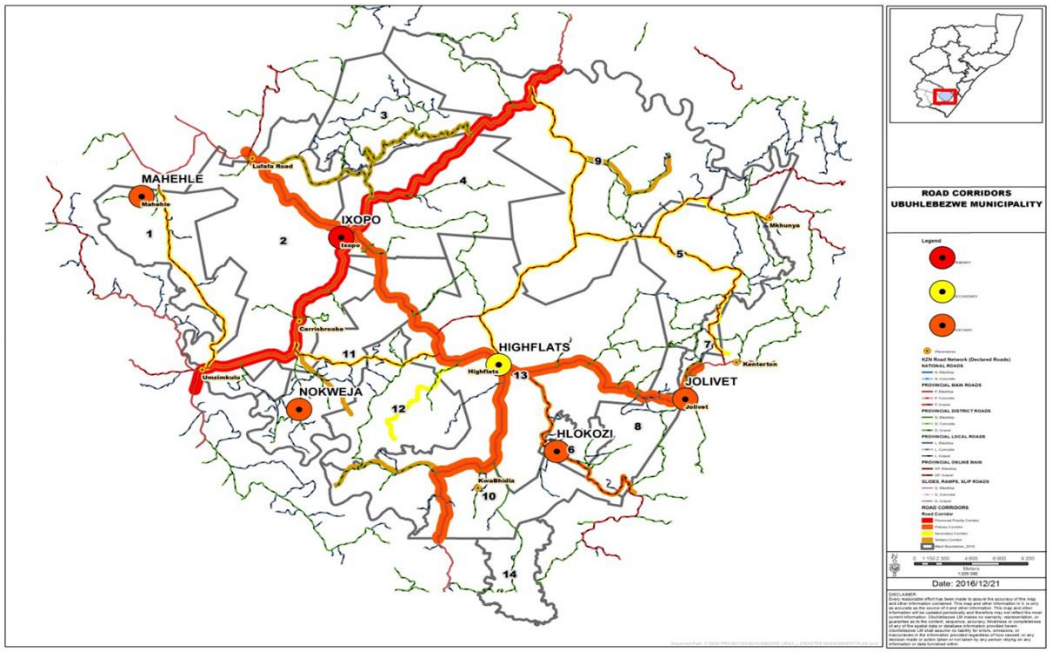
Map showing location of traditional authorities



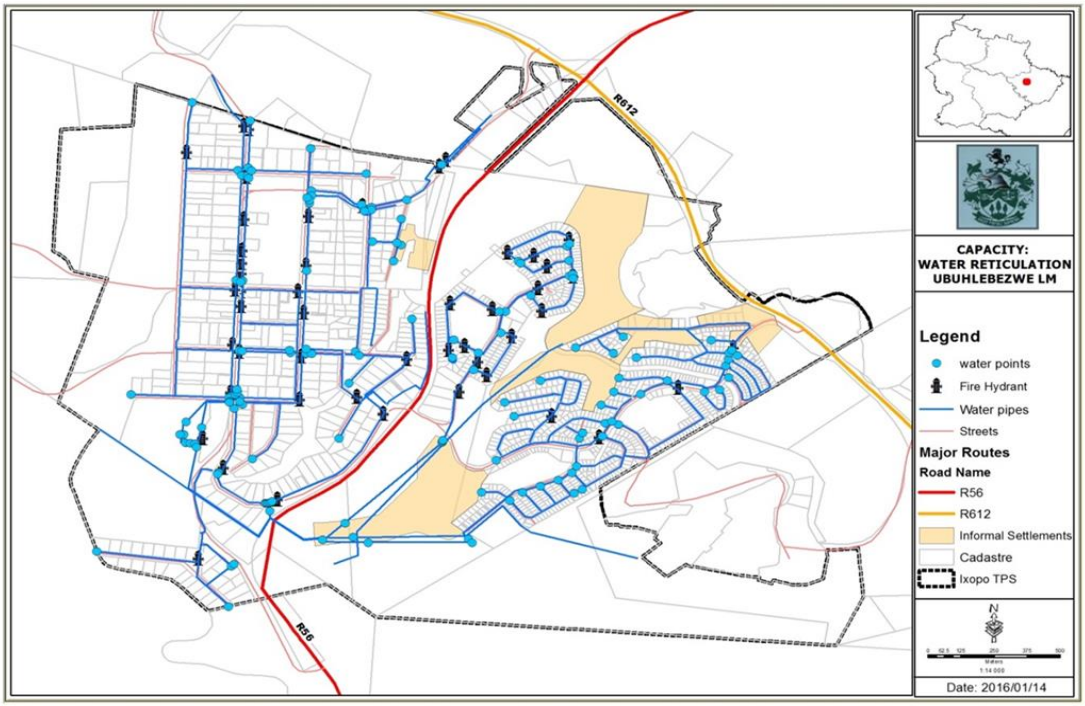
Map of settlements pattern at Ixopo Town and surroundings



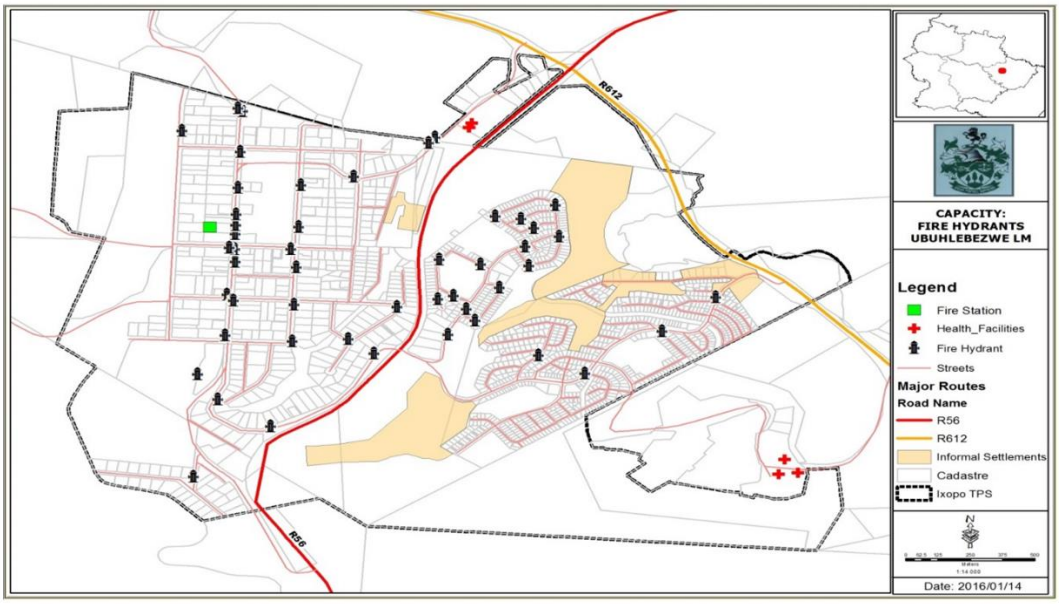
Map showing current and future developments in High-flats



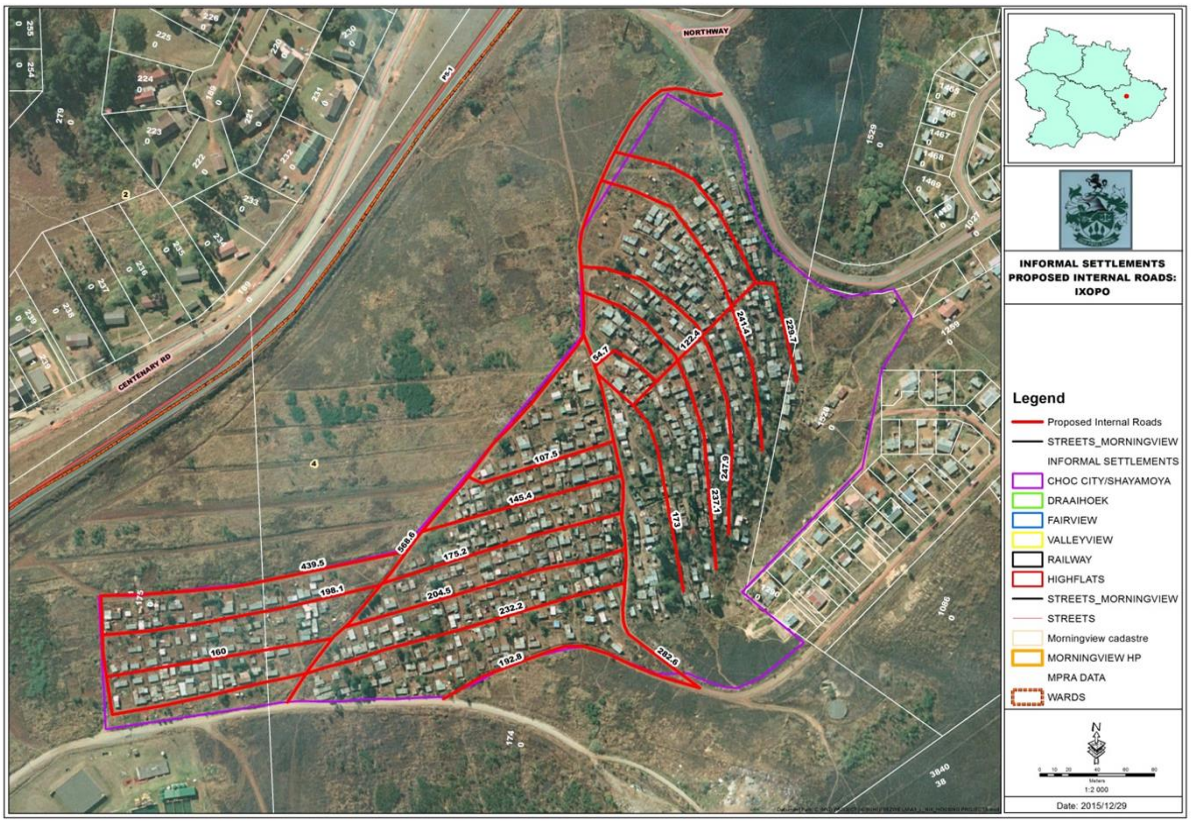
Map of uBuhlebezwe Road Corridor



Map showing Water Reticulation in Ixopo



Map showing fire hydrants in Ixopo



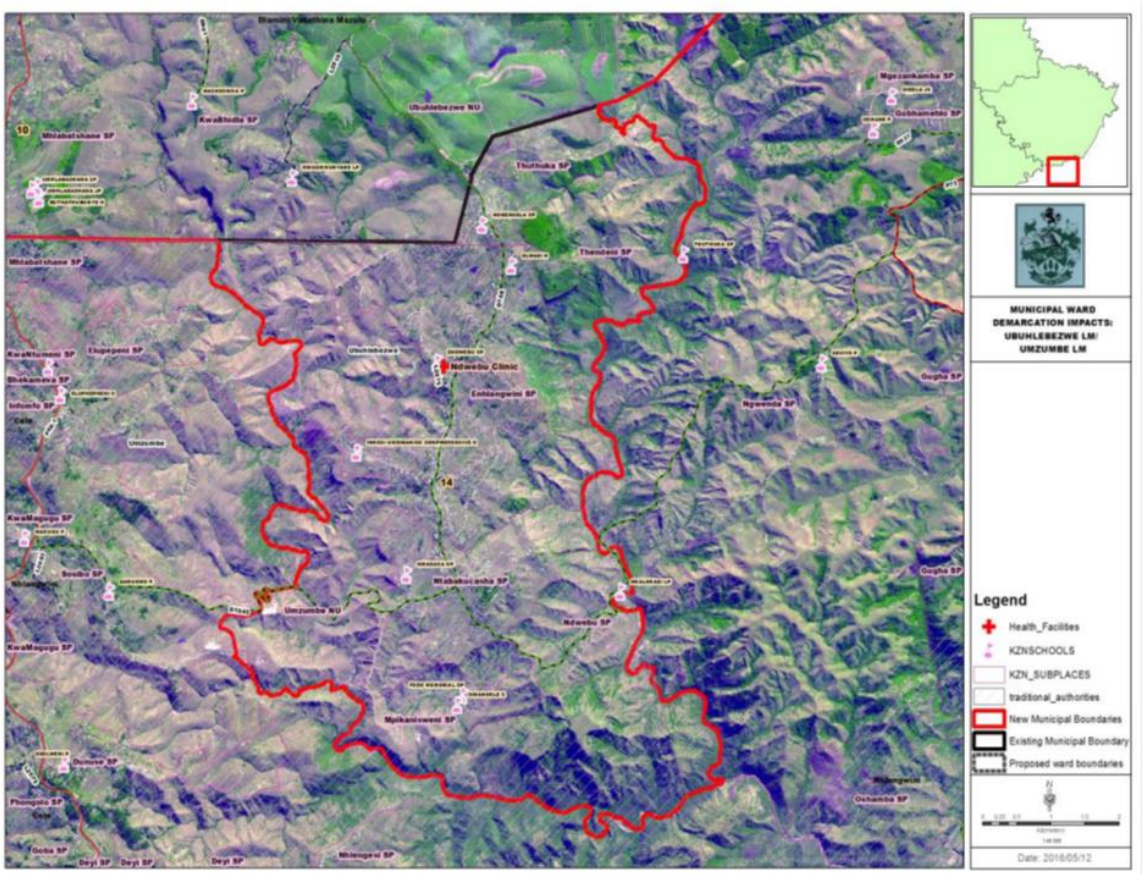
Chocolate City – Ideal Road Access



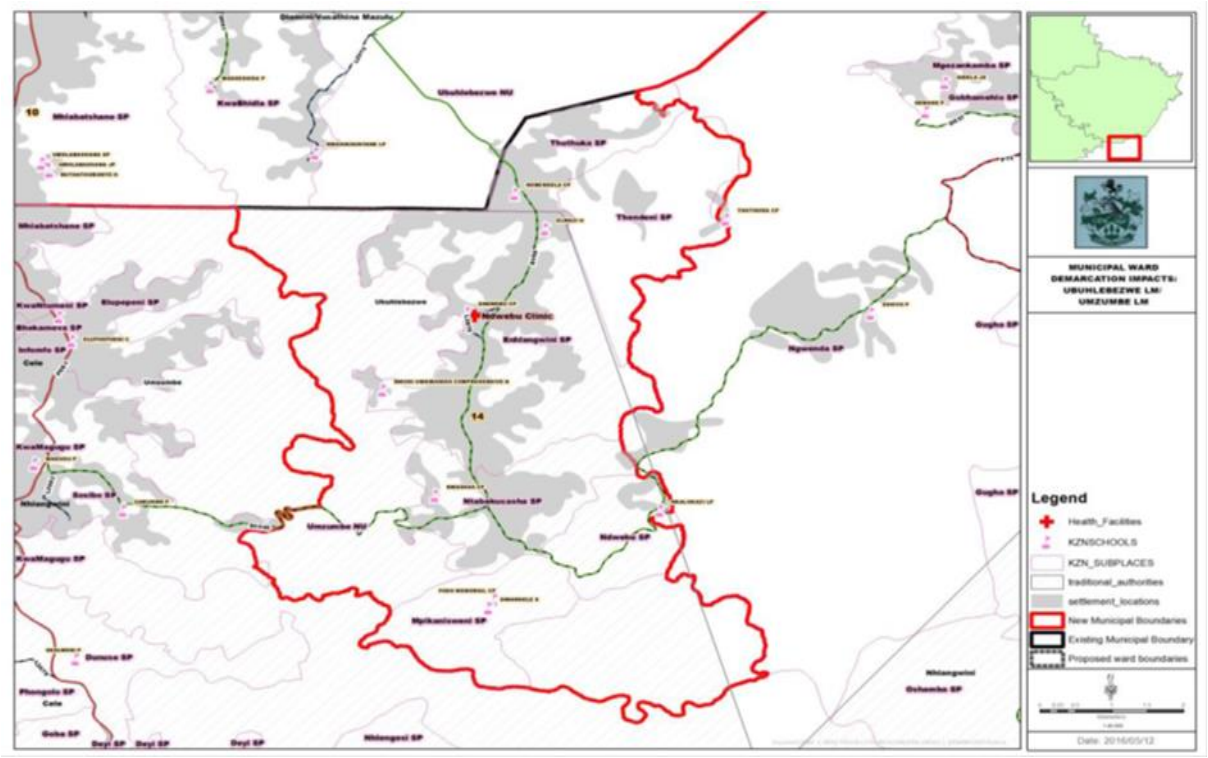
Informal Settlements below Morningside



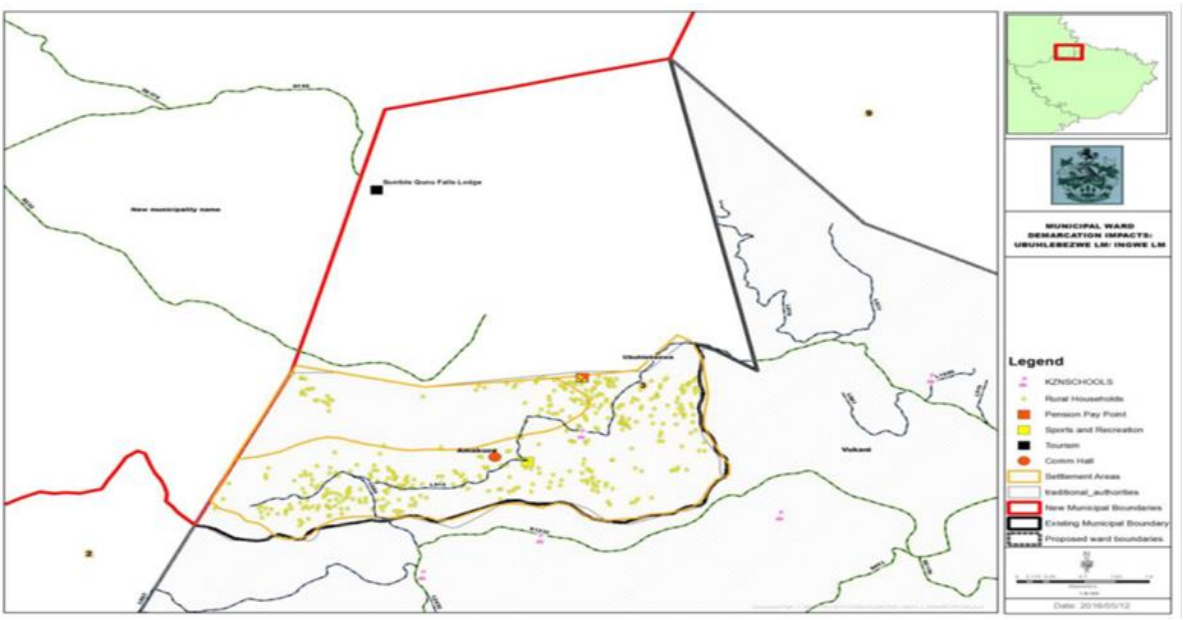
Informal Settlements in Fairview



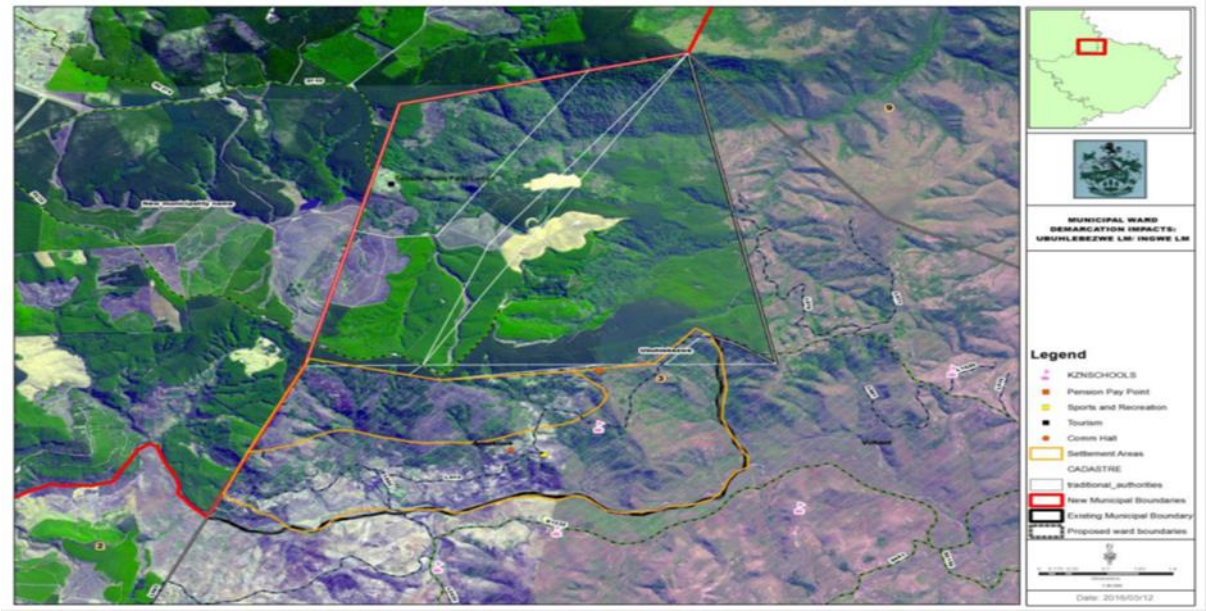
Aerial Map of the portion acquired from Umzumbe LM



Topographical Map of the portion acquired from Umzumbe LM



Topographical Map of the portion acquired from NDZ LM



Aerial Map of the portion acquired from NDZ LM

RISK REDUCTION PROJECTS/ PROGRAMMES

PROJECTS	QUANTITY
Fire safety inspections	180
Integrated awareness campaigns	4
Awareness campaigns at schools	302
Fire Hydrants Inspections	240
Knapsack Tanks	21
Fire Beaters	96
Emergency Simulations	4



Integrated awareness campaign



Schools awareness campaigns



Fire safety inspection

Fire hydrant test





Fire Hydrant Inspection

DISASTER INCIDENTS

The municipality did not experience any disasters in this financial year that warranted a declaration of a disaster. Only disaster incidents were experienced ranging from heavy rainfall, wind and structural fires. With drought one has noticed that, the area is currently not out of the woods as yet although one has noticed that water restrictions are no more implemented in town, whilst water is still sent to areas with drought.

DISASTER INCIDENTS THAT OCCURRED DURING THE YEAR 2018/19

NO OF HUMAN INDUCED INCIDENTS	NO OF NATURAL INCIDENTS
38	126

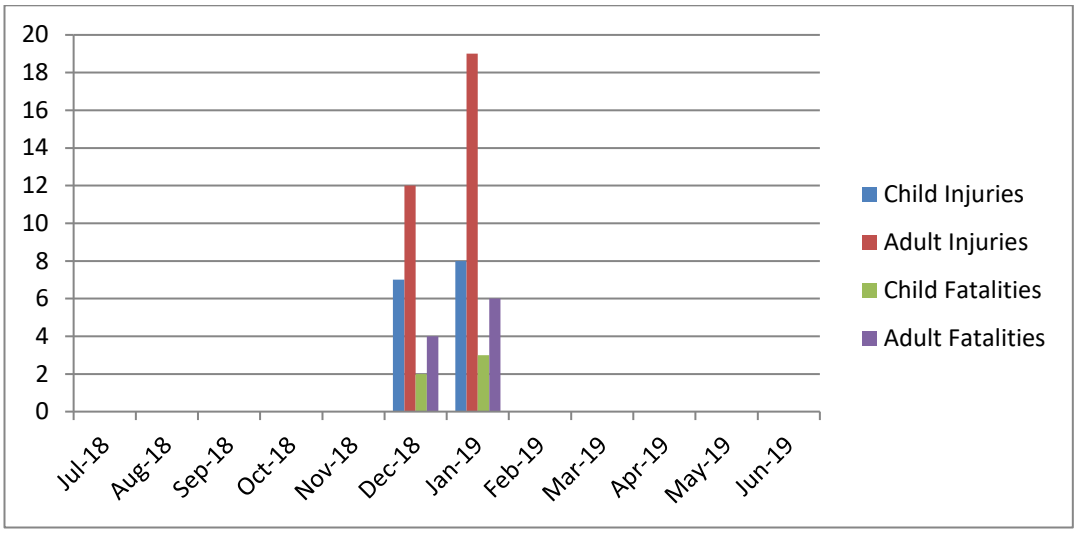
MOTOR VEHICLE ACCIDENTS STATISTICS

MONTH	NO OF MVAs	INJURIES		FATALITIES	
		CHILDREN	ADULTS	CHILDREN	ADULTS
July 2018	2	0	3	0	2
August 2018	1	0	0	0	0
September 2018	1	0	3	0	7
October 2018	7	0	36	1	1
November 2018	0	0	0	0	0
December 2018	5	0	16	0	0
January 2019	5	2	7	0	0
February 2019	2	2	4	0	0
March 2019	1	0	2	0	0
April 2019	6	0	12	1	1
May 2019	3	0	4	0	0
June 2019	6	0	15	0	0
TOTAL	**39**	**4**	**102**	**2**	**11**

illustrate number of MVAs injuries and fatalities

MONTH	NO OF STRUCTURAL FIRES	INJURIES		FATALITIES	
		CHILDREN	ADULTS	CHILDREN	ADULTS
July 2018	4	0	0	0	0
Aug 2018	2	0	0	0	0
Sept 2018	3	0	0	0	0
Oct 2018	3	0	0	0	0
Nov 2018	3	0	0	0	0
Dec 2018	3	0	0	0	0
Jan 2019	3	0	0	0	0
Feb 2019	2	0	0	0	0
March 2019	4	0	0	0	0
April 2019	3	0	0	0	0
May 2019	3	0	0	0	0
June 2019	3	0	0	0	0
TOTAL	**36**	**0**	**0**	**0**	**0**

Annual structural Fires stats



Illustrate number of fire injuries and fatalities being zero

OTHER DISASTER INCIDENTS (NATURAL)

MONTH	NAME OF INCIDENT	QUANTITY
July 2018	**None**	**0**
August 2018	**Heavy Rain**	**1**
September 2018	**Heavy Wind**	**7**
October 2018	**Hail Storm**	**9**
	Lightning	**1**
November 2018	**Heavy Rain**	**2**
	Hailstorm	**1**
December 2018	**Heavy Rain**	**8**
	Strong Wind	**5**
	Hail Storm	**2**
January 2019	**Strong Wind**	**12**
February 2019	**Heavy Rain**	**9**
	Strong wind	**2**
	Lightning	**1**
March 2019	**Heavy Rain**	**1**
April 2019	**Lightning**	**1**
	Heavy Rain	**1**
May 2019	**Heavy Rain**	**69**
June 2019	**Heavy Rain**	**7**

There are also two deep incidents with 27 cows dead from two families in ward 1 and 11 (one family had 14 cattle and the other had 13)



House on fire



One of the houses destroyed by heavy rain



House on fire



House destroyed by heavy wind



House destroyed by heavy rain



House destroyed by heavy rain

TRAFFIC AND LICENCING UNITS
STATUS OF THE TRAFFIC AND LICENSING CAPACITY IN THE MUNICIPALITY

In line with the National Road Traffic Act 1993 of 96 and Section 44 of Criminal Procedure Act 51/1977, which indicates that, *"local municipalities **may** establish a Traffic Station with Testing ground in consultation with the Provincial Department of Transport in accordance with the terms set out in a service level agreement between the two parties in alignment with the national norms and standards".*

In complying with the above legislation, uBuhlebezwe municipality established its Traffic Unit with testing ground centre which is situated in number 10 High Street, Ixopo.

The Traffic Department unit is integrated with the examining of drivers Licences, examining of vehicles, learners license, Traffic services, Registering Authority and Public Transport section, and is within the Social Development Department in the municipality and its organogram is as follows:

DESIGNATION	NUMBER
Director Social Development	1
Manager Community Safety	1
Chief Traffic Officer	1
Superintended	0
Senior Traffic Officer	1
Traffic Officers and Wardens	8
Examiners of EDL and EOV	3
TOTAL	**15**

ACTIVITIES PERFOMED BY TRAFFIC OFFICERS DURING THE YEAR 2018/19



Some of the Law Enforcement Vehicles

During the execution of the planned activities Ubuhlebezwe Traffic Unit with other Law Enforcement Agencies aim to detect and prosecute all offenders by performing the following exercises:

- Speed timing exercise
- Execution and serving of warrants (physically)
- Drunken driving
- Conducting integrated road blocks
- Moving violations/overtaking unsafely
- Driver fitness
- Public Transport
- Seatbelts
- Unroadworthiness of motor vehicles

In 2018/19 Traffic Unit had written notices 2 7490000,00, charged 3 5850000,00 offenders, written 376 suspension notices, arrested 21 accused and revenue generated out of traffic fines collection was R173442.00

MOTOR VEHICLE ACCIDENTS STATISTICS



The above picture depicts the integrated road blocks

CONSOLIDATED MOTOR VEHICLE ACCIDENTS OCCURRED DURING THE YEAR 2018/19

MONTH	NO OF MVAs	INJURIES		FATALITIES	
		CHILDREN	ADULTS	CHILDREN	ADULTS
July 2018	2	0	3	0	2
August 2018	1	0	0	0	0
September 2018	1	0	3	0	7
October 2018	7	0	36	1	1
November 2018	0	0	0	0	0
December 2018	5	0	16	0	0
January 2019	5	2	7	0	0
February 2019	2	2	4	0	0
March 2019	1	0	2	0	0
April 2019	6	0	12	1	1
May 2019	3	0	4	0	0
June 2019	6	0	15	0	0
TOTAL	**39**	**4**	**102**	**2**	**11**

illustrate number of MVAs injuries and fatalities

MOTOR LICENCING/REGISTERING AUTHORITY SRVICES



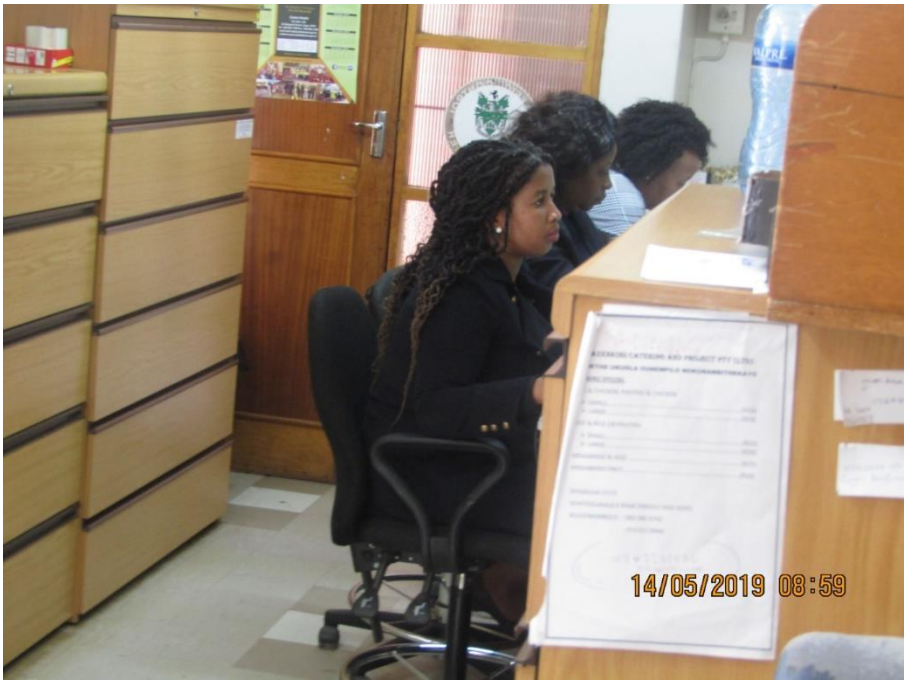
Motor Licensing Staff

Motor licensing Unit consist of three compliment number of staff, one Licencing Supervisor, one administration Clerk and one Cashier Clerk. The co-functions of Motor Licensing Staff are as follows:

- Renewal of motor vehicle licenses
- Registration of new vehicles.
- Process applications for duplicate registration certificates.
- Registration of used vehicles.
- De-registration of stolen and recovered vehicles.
- Registration of build-up vehicles.
- Registration of imported vehicles.
- Notifications of changes in respect vehicle particulars.
- Notifications in respect of change of registered own of title holder and deceased estates.
- Applications for introduction of persons, business and close corporations.

For 2018/19 financial year Registering Authority had generated revenue amount of R149733,47.

TRAFFIC SEVICES AND ADMINISTRATION SECTION



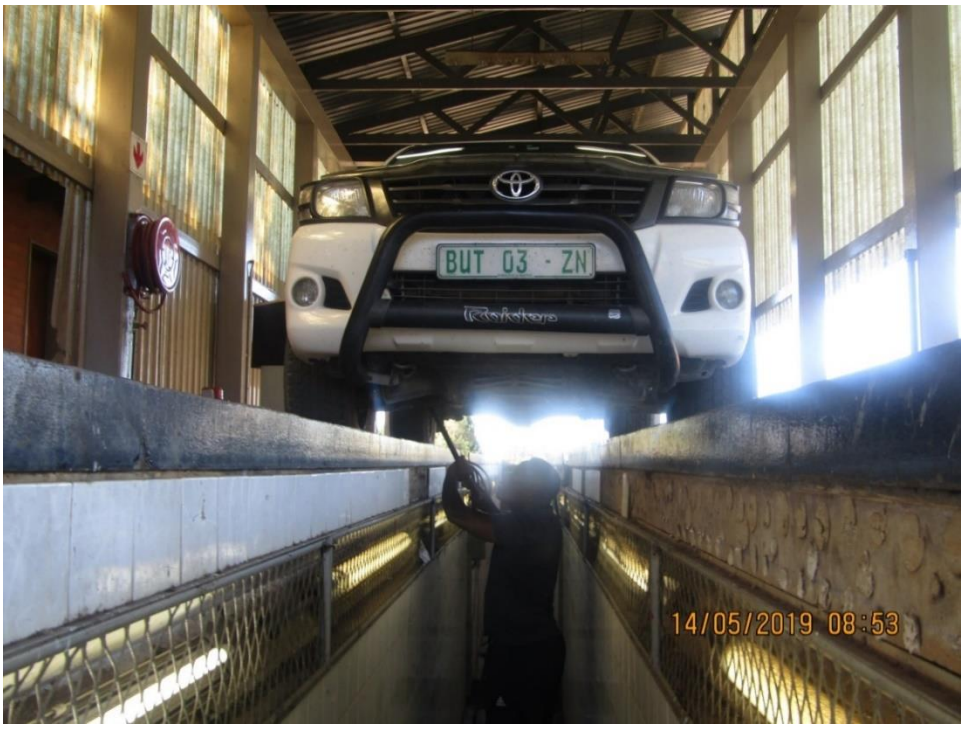
EDL Administration staff

The Traffic Administration Clerical Staff is composed of seven staff and two Office Cleaners and their co-functions are as follows:

- Processing applications and issuing of drivers licences.
- Processing applications and issuing of learners licenses.
- Processing applications for PRDPs.
- Performing eye test duties.
- Conversions of driver cards.
- Issuing of temporary driver's licenses.
- Renewal of driver's licenses.

The Traffic Administration Clerical Staff had issued 5548 driver's licences and 1130 learner's licences. Revenue generated from driver's licences was 2280227 and revenue generated from learners' licences was R424640.

MOTOR TESING CENTRE (VTS) SECTION



Motor testing exercise

The Vehicle Testing Centre consists of one Examiner of vehicles and one Pits Assistant, their daily tasks are as follows:

- Testing of roadworthiness from motor vehicles.
- Issuing of the Certificates of roadworthiness (COR).
- Checking defects from the Public Transport.
- Conducting the preliminary tests on motor vehicles.

The Vehicle Testing Centre Unit had tested 791 vehicles in 2018/2019 financial year and revenue generated was R272990.

EXAMINING OF DRIVER'S LICENCES SECTION



illustrates the examining of driver's licenses

The driver's examining section is composed of three staff and their co-functions are as follows:

- Examining of driver's competences.
- Issuing driver's licenses.
- Issuing learners licenses.
- Examining Municipal new staff.
- Examining of learner's class.
- Examining of Municipal applicants for recruiting purposes.

GRAND TOTAL OF REVENUE GENERATED BY COMMUNITY SAFETY DEPARTMENT IN 2018/19

The grand total of revenue generated by Community Safety Department was R4518912,77 in 2018/19, that grand total was generated from all Community Safety activities i.e driver's licences, learner's licences, vehicle examining, traffic fines and motor licensing.

PUBLIC TRANSPORT SECTION



Public transport rank facility

The Public Transport section is being managed by Community Safety Manager in conjunction with the Province Department of Transport, co-ordinating these following tasks:

- Co-ordinate Public Transport activities i.e. rank facilities, route descriptions and operating licenses permit in conjunction with the Province DoT.
- Ensuring compliance of the National Land Transport Act 22 of 2000 to Public Transport Operators i.e. Taxis, Meter Taxis, Minibus Taxis and Bus Operators.
- Approve route description to the Public Transport Operators in order to obtain Operating License Permit from DOT.
- Issuing official letters that require documents to Department of Transport in order to issue Operating License Permit to Public Transport Operators that are operating within the jurisdiction area of Ubuhlebezwe Municipality.
- Maintaining peace, order and stability to Public Transport Operators.
- Liaise with Province DOT Public Transport Monitoring and Compliance Team.
- Liaise with Taxi Association from different Taxi Associations to ensure peace and stability in Taxi Industry.

THE NATIONAL DEPARTMENT OF TRANSPORT 2018/19 AUDIT FINDINGS

National department of transport had conducted inspection on entirely operational of the Ubuhlebezwe Driving Licence Testing Centre (DLTC) and undertaken intensive revenue auditing on the 03th to the 05th of May 2019.

On the inspection, it was found that the Ubuhlebezwe Driving Licence Testing Centre complies with specifications in the manual of the Department "Maximum Requirements for Registration and Retention of Grading Driving Licence Testing Centre'' published by the Minister by notice in the Government Gazette No 28446 of 7 April 2006.

On the auditing undertaken it was also found that no discrepancies, fraudulent or deficit identified on the revenue generated by Ubuhlebezwe DLTC.

INCUMBENTS EMPLOYED IN 2018/19

Community Safety Unit has employed four incumbents to add on compliment number of staff, the additional of staff was for ensuring the quality service delivery and in enhancement of revenue.

TRAININGS UNDERTAKEN BY COMMUNITY SAFETY UNIT IN 2018/19

Community Safety Unit had trained seven incumbents aligning with skills development, the training was extremely informative and educational, and it equipped the incumbents to be an instrumental tool and to be effective and efficient in performing their tasks assigned to them.

CORPORATE SERVICES

HUMAN RESOURCE SERVICES

CAPACITATING THE MUNICIPAL WORKFORCE

INTRODUCTION TO WORKFORCE CAPACITY DEVELOPMENT

Municipal Systems Act 2000 Section 68 (1) requires municipalities to develop their human resource capacity to a level that enables them to perform their functions and exercise their powers in an economical, effective, efficient and accountable way. The municipality implements the Workplace Skills Plan (WSP) to give expression to the Act

TRAININGS AS PER THE WORKPLACE SKILLS PLAN: 01 JULY 2018-30 JUNE 2019

Trainings	Attended By	Male	Female
1. Lease Agreement Development and Administration.	SR LUNDELL MC MBHELE	-	2
2. - Introduction to MS Excel.	M NTAKA N ZONDI S MOLOI M DLAMINI CS KUNENE CORPORATE TRAINEE SM NDEBELE K ZUMA P ZINCUME I HLONGWANA	3	8
3. - Fleet, Transport and Plant / Equipment Management.	SR LUNDELL M NTAKA K MOSHUBI M NGCOBO	1	3
4. - Office Cleaning and Maintenance.	B SHEZI N DLULISA R WILDEY P NGUBO B NGCONGO N MAZIBUKO N NGCOBO K MHLUNGU N MADUNA W TENZA	-	10
5.. - E-Records Management	S LUNDELL M MBHELE J NYANISA	-	3
6. - Front Desk Operations and Telephone etiquette.	T BIYASE L LUSWAZI	-	2

7. - Effective Access Control, Safety and Security.	**B MNTUNGWA T BIYASE T MKHIZE T MKHIZE**	**3**	**1**
8. - Property Management.	**M MBHELE N ZONDI K MOSHUBI T Dlamini R Gopal**	**2**	**3**
9. - English Communication	**P MSANI M NGCOBO NP ZUKE N CHEMANE A BEST S MOLOI M DLAMINI CORPORATE TRAINEE N MASONDO N ZONDI**	**5**	**4**
10. - Online Leave System.	**M NGCOBO P MSANI NP ZUKE N MOKOENA S CELE N NGCONGO**	**2**	**4**
11. - Best Practice Payroll and Salary Admin, Legislation Compliance 2018.	**M NGCOBO P MSANI NP ZUKE N MOKOENA S CELE N NGCONGO**	**2**	**4**
12. - Firearm Shooting.	**S NZUZA M MCHUNU S XABA M NINDANE S DLAMINI**	**3**	**-**
13. – EDL GRADE B	**M NSINDANE S DLAMINI**	**2**	**-**
14. - Fire Instructor 1.	**S MTHEMBU M SITHOLE B NDLOVU T MBATHA M MSOMI C MAPHANGA L KHUMALO N MJWARA M MNGONYAMA**	**9**	**-**
15. - Fire Fighter 2, Hazmat Operations.	**S MTHEMBU**	**1**	**-**
16. - Server Infrastructure.	**S SEPTEMBER S KHUMALO**	**1**	**1**

	JUNIOR NETWORK ADMINISTATOR (VACANT)		
17. - InDesign Core and Expert.	**S KHUMALO** **M DLADLA**	**2**	-
18 – Sustainable Urban Land Use Planning	**Z MAZIBUKO** **M GEBASHE**	**1**	**1**
19. - Basic Training in Road Marking and Road Signs.	**D MORENG** **Z MEMELA** **S MTSHALI** **E FUNEKA** **S MNGOMA**	**5**	**-**
20 - Advanced Report Writing.	**ALL PERSONNAL ASSISTANTS**		**6**
21. - TLB Competency Certificate.	**S NYANISA**	**1**	**-**
22. – Staff Management	**ALL MANAGERS,SUPERVISORS AND FOREMAN**	**10**	**10**
23. - Advanced Project Management.	**B MJWARA** **S MKHWANAZI** **S NYIDE** **S MBUTHO** **M ZULU** **M DLAMINI** **K ZUMA** **S NYANISA**	**7**	**1**
24. – Trade Test Plumbing	**T MEMELA** **S NJILO**	**2**	**-**
25. - Occupational Health and Safety.	**SM NDEBELE** **S NYIDE** **S MBUTHO** **M ZULU** **N ZUNGU** **Z MEMELA** **S NYANISA** **B MJWARA** **E FUNEKA**	**8**	**1**
26. - MSCOA Training.	**P ZINCUME** **B MBONGWE** **I HLONGWANA** **C MNGUNI** **T MATHANDA** **P MPANZA** **A MGILANE** **N MTHEMBU** **N SITHOLE** **M MPUMGOSE** **Z RULUMENI** **A NGUBO** **N TSHAZI**	**4**	**11**

	M MBATHA **N KHUMALO**		
27. - Customer Care.	**M MNCWABE** **N MASONDO** **N ZONDI** **C KUNENE** **M DLAMINI** **N MBASA** **Z DLAMINI** **N CHILIZA**	**-**	**8**
28. - Credit Control and Debt Collection.	**N MTHEMBU** **B MBONGWE** **M MBATHA**	**-**	**3**
29.- Writing of Tender Documents	**LOCAL CONTRACTORS**	**5**	**5**
30.- Plumbing	**UNEMPLOYED YOUTH**	**14**	**14**
31.- Public Participation in Local Governance	**NEW WARD COMMITTEES**	**70**	**53**
32.- Leadership and Conflict Management	**ALL COUNCILLORS**	**18**	**9**
33.- Community Diversity	**OLD WARD COMMITTEES**	**11**	**4**
34. National Certificate : Emergency Supervision: Fire and Rescue Operations	**UNEMPLOYED YOUTH**	**14**	**14**
	EMPLOYED	**15**	**6**
35.-ODETDP	**EMPLOYED**	**7**	**7**
36.-EDL GRADE A	**S NZUZA** **M MCHUNU** **S XABA**	**3**	**-**
37.-IT Governance and IT Services Management	**U DUKADA**	**1**	**-**
38.-Strategic Planning and Advanced Monitoring and Evaluation	**S SIKHAKHANE** **Z MBADU** **M DLADLA** **IDP/PMS INTERN**	**2**	**3**
39.-Internal Audit Technician Programme	**N CLOCK** **A DLAMINI** **S NDYEBO**	**1**	**2**
40.-Bank Reconciliation	**N KHUMALO** **M MPUNGOSE** **M NTSENGANE**	**2**	**1**

EMPLOYEE TOTALS, TURNOVER AND VACANCIES

EMPLOYEE TOTALS, TURNOVER AND VACANCIES			
Vacancy rate 2018/2019			
Designation	**Total approved posts**	**Variances(total time that vacancies exist using fulltime equivalent) no.**	**Variances (as a proportion of total posts in each category) %**
Municipal Manager	01	None	None
CFO	01	None	None
Other S57 Managers(excluding finance posts)	03	None	None
Other S57 Managers(Finance posts)	none	None	None
Municipal Police			
Fire Fighters	15	None	None
Senior management: levels 13-15 (excluding finance posts)	03	None	None
Senior management: levels 13-15 (finance posts)	04	None	None
Highly skilled supervision: levels 9-12 (excluding finance posts)	none	None	None
Highly skilled supervision: levels 9-12 (excluding finance posts)	none	None	None

TURNOVER RATE

TURNOVER RATE			
Details	**Total appointments as of beginning of financial year no.**	**Termination during the financial year no.**	**Turnover rate**
2016/17	24	16	67%
2017/18	26	25	96%
2018/19	24	23	95%

COMMENT ON VACANCIES AND TURNOVER:

The municipality has a turnover of 95%. Positions are filled as people resign as a result there is a small vacancy rate. The positions of Municipal Manager, Director of Social Development, Director Corporate Service and Director Infrastructure Planning and Development are filled while the recruitment processes in respect of the positions of the Chief Financial Officer are at an advanced stage. All sections 54 and 57 positions will be filled by the end of September 2019.

MANAGING THE MUNICIPAL WORKFORCE

INTRODUCTION TO MUNICIPAL WORKFORCE MANAGEMENT

The municipality conducts personnel administration within the framework of the Collective Agreements , Basic Condition of Employment Act, Labour Relations Act and Equity Act, to mention but a few. Furthermore, the municipality has developed and adopted policies through which personnel administration is conducted.

HR Policies and Plans				
	Name of Policy	**Completed %**	**Reviewed %**	**Date adopted by council or comment on failure to adopt**
1	Affirmative Action	100	N/A	Inbuilt in all recruitment related policies
2	Attraction and Retention	100	100	06/06/2019
3	Code of Conduct for employees	100	0	22/10/2009
4	Delegation, Authorisation & Responsibility	100	100	06/06/2019
5	Disciplinary Code and Procedures	100	100	06/06/2019
6	Essential Services	100	100	06/06/2019
7	Employee Assistance/Wellness	100	100	06/06/2019
8	Employment Equity	0	0	Policy(06/06/2019)
9	Exit Management	0	0	Resignation (06/06/2019
10	Grievance Procedures	100	100	06/06/2019
11	HIV/AIDS	100	100	06/06/2019
12	Human Resource and Development	100	100	WSP(April 2019), Training & Succession(06/06/2019)
13	Information Technology	100	100	06/06/2019
14	Job Evaluation	0	0	Salga Mandate Function
15	Leave	100	100	06/06/2019

HR Policies and Plans				
	Name of Policy	**Completed** **%**	**Reviewed** **%**	**Date adopted by council or comment on failure to adopt**
16	Occupational Health and Safety	100	100	06/06/2019
17	Official Housing	100	100	04/12/2014
18	Official Journeys	100	100	04/12/2014
19	Official transport to attend Funerals	100	100	06/06/2019
20	Official Working Hours and Overtime	100	100	06/06/2019
21	Organisational Rights	0	0	As per LRA
22	Payroll Deductions	0	0	Salga
23	Performance Management and Development	0	0	
24	Recruitment, Selection and Appointment	100	100	06/06/2019
25	Remuneration Scales and Allowances	40	40	Cellphone Allowance Salary Scales by Bargaining Council
26	Resettlement	0	0	04/12/2014
27	Sexual Harassment	100	100	06/06/2019
28	Skills Development	0	0	WSP(April 2019)
29	Smoking	100	100	06/06/2019
30	Special Skills	0	0	
31	Working Organisation	0	0	Organogram
32	Uniforms and Protective Clothing	100	100	06/06/2019

All HR policies were developed, reviewed and adopted by council for 2019/20 financial year.

INJURIES, SICKNESS AND SUSPENSIONS

INJURIES, SICKNESS AND SUSPENSIONS					
Number and Cost of Injuries on Duty					
Type of injury	**Injury Leave Taken** **Days**	**Employees using injury leave** **No.**	**Proportion employees Using sick leave** **%**	**Average injury Leave per employee** **Days**	**Total Estimated Cost** **R'000**
Required basic medical attention only	60	5	8.33%	12	60

INJURIES, SICKNESS AND SUSPENSIONS					
Number and Cost of Injuries on Duty					
Type of injury	**Injury Leave Taken** **Days**	**Employees using injury leave** **No.**	**Proportion employees Using sick leave** **%**	**Average injury Leave per employee** **Days**	**Total Estimated Cost** **R'000**
Temporary total disablement					
Permanent disablement					
Fatal					
Total	60	5	8.33%	12	60

COMMENT ON INJURY AND SICK LEAVE:

There was no major injury for 2018/ 2019.

Sick leave is managed in terms of the policy and the Basic Conditions of Employment Act.

Number of days and Cost of Sick Leave (excluding injuries on duty)						
Designations	**Total Sick Leave** **Days**	**Proportion of sick leave Without Medical Certification** **%**	**Employees using sick leave** **No.**	**Total employees in post*** **No.**	***Average sick leave per employees** **Days**	**Estimated cost** **R'000**
Lower skilled (Levels 1-2)	135	0	49	66	5.2	42089.40
Skilled (Level 3-5)	91	0	9	13	7	184015.44
Highly skilled production (Level 6-8)	501	0	62	73	6.9	246165.40
Highly skilled supervision (Levels 13-15)	290	0	36	46	6.3	355140.24
Senior management (Levels 13-15)	69	0	13	14	4.9	103428.05
MM and S57	13	0	3	3	4.3	53520.72
Total	1309	0	172	215	34.6	984359.25

NUMBER AND PERIOD OF SUSPENSIONS

One section 57 Manager (CFO) was suspended for three months during 2018/2019. She resigned amid disciplinary hearing on 23 May 2019.

DISCIPLINERY ACTIONS TAKEN ON CASES OF FINANCIAL MISCONDUCT

None during 2018/2019 Financial Year.

PERFORMANCE REWARDS

Performance Rewards by Gender					
Designations	**Gender**	**Beneficiary profile**			
		Total number of employees in group	**Number of beneficiaries**		
Lower skilled (Levels 1-2)	Female				
	Male				
Skilled (Levels 1-2)	Female				
	Male				
Highly skilled production (Levels 6-8)	Female				
	Male				
Highly skilled supervision (Levels 9-12	Female				
	Male				
Senior management (Levels 13-15)	Female	2	2		
	Male	1	1		
MM and S57	Female				
	Male	1	1		
Total		3	3		

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

UPDATE ON REVIEWED POLICIES:

The following policies were last reviewed at the policy strategic plan on the 14 December 2018:

- ICT Operating System Security
- ICT Security Controls
- Service Level Agreement

PROGRESS ON WORK WITH SALGA ICT.

SALGA reviewed the units Policies and gave positive feedback and will be reviewing the new IT strategy once completed.

FUTURE PLANS

The major plans of the IT Unit are as follows:

- Virtualising the Municipalities environment and setting up DR (Disaster Recovery) site for IT.
- Redrafting and implementing the ICT units Policies, Governances Specialists, migrating to Office 365 which is the latest mailbox.
- Upgrading the Municipal Financial Management System to be MSCOA compliant and to transact efficiently and effectively on MSCOA with no issues and to meet the national treasury requirements.

ANY NEW CHALLENGES ON ICT SOLUTIONS

Telecommunications networks still remains challenge in the outskirts of Ixopo as well as in all the Ubuhlebezwe Municipality wards. Communication has been made with the telecommunications service providers to assist in improving the network in the aforementioned arears and plans are in place to carry the tasks.

UPDATE ON TELECOMMUNICATIONS

The Municipality has already approved two wayleaves for fibre implementation in Ixopo town which will boost our telecommunications network significantly.

KEY FINDINGS BY AG

- IT Strategic Plan incomplete
- IT Security Policy does not meet minimum requirements
- User access policy does not meet minimum requirements
- Program Change Policy does not meet minimum requirements
- Disaster Recovery Plan does not meet minimum requirements
- No formal Change Request form done for upgrade of SAMRAS

ADMINISTRATION

The Ubuhlebezwe Municipality is supported by a Committee System, with Portfolio Committees. The Municipality has multi-party Portfolio Committees, being, the Administration, Human Resources and Finance; Community and Social Development; Planning and Infrastructure Committees. The aforementioned committees assist the Executive Committee in policy development and monitoring to accelerate service delivery, as well as the oversight of strategic programmes and projects.

COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

COUNCIL:

DATES OF SCHEDULED MEETINGS	DATES OF SPECIAL MEETINGS HELD	ATTENDANCE	(%)
	18th July 2018	24/27	89
26th July 2018		21/27	78
	5th September 2018	20/27	74
20th September 2018		23/27	85
	7th November 2018	24/27	89
13th December 2018		25/27	93
24th January 2019		26/27	96
21st February 2019		21/27	78
28th March 2019		23/27	85
24th April 2019		19/27	70
23rd May 2019		24/27	89
	6th June 2019	20/27	74
Overall attendance for 2018/2019 Financial Year			**83**

EXECUTIVE COMMITTEE:

DATES OF SCHEDULED MEETINGS	DATES OF SPECIAL MEETINGS HELD	ATTENDANCE	(%)
17th July 2018		4/5	80
4th September 2018		4/5	80
27th November 2018		4/5	80
15th January 2019		4/5	80
	15th February 2019	4/5	80
12th March 2019		4/5	80
14th May 2019		5/5	100
Overall attendance for 2018/2019 Financial Year			**83**

FINANCE COMMITTEE:

DATES OF SCHEDULED MEETINGS	DATES OF SPECIAL MEETINGS	ATTENDANCE	(%)
11th July 2018		3/4	75
14th August 2018		4/4	100
13th September 2018		4/4	100
11th October 2018		3/4	75
13th November 2018		3/4	75
11th December 2018		4/4	100
10th January 2019		4/4	100
14th February 2019		4/4	100
14th March 2019		4/4	100
11th April 2019		4/4	100
14th May 2019		4/4	100
13th June 2019		4/4	100
Overall attendance for 2018/2019 Financial Year			**94**

ADMIN & HUMAN RESOURCES PORTFOLIO COMMITTEE:

DATES OF SCHEDULED MEETINGS	DATES OF SPECIAL MEETINGS HELD	ATTENDANCE	%
23rd August 2018		4/6	67
6th November 2018		5/6	83
5th February 2019		4/6	67
9th April 2019		4/6	67
18th June 2019		4/6	67
Overall attendance for 2018/2019 Financial Year			**70**

SOCIAL DEVELOPMENT PORTFOLIO COMMITTEE:

DATES OF SCHEDULED MEETINGS	DATES OF SPECIAL MEETINGS HELD	ATTENDANCE	%
22nd August 2018		5/6	83
7th November 2018		6/6	100
6th February 2019		5/6	83
10th April 2019		5/6	83
19th June 2019		4/6	67
Overall attendance for 2018/2019 Financial Year			**83**

INFRASTRUCTURE, PLANNING & DEVELOPMENT PORTFOLIO COMMITTEE:

DATES OF SCHEDULED MEETINGS	ATTENDANCE	%
27th August 2018	6/6	100
8th November 2018	5/6	83
7th February 2019	6/6	100
15th April 2019	5/6	83
20th June 2019	5/6	83
Overall attendance for 2018/2019 Financial Year		**90**

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE:

DATES OF SCHEDULED MEETINGS	DATES OF SPECIAL MEETINGS HELD	ATTENDANCE	%
18th July 2018		Did not Sit	0
17th October 2018		4/6	67
	15th November 2018	4/6	67
13th February 2019		4/6	67
	18th March 2019	5/6	83
17th April 2019		Did not Sit	0
	14th June 2019	5/6	83
Overall attendance for 2018/2019 Financial Year			**73**

LOCAL LABOUR FORUM:

DATES OF LOCAL LABOUR FORUM MEETINGS HELD	DATES OF SPECIAL MEETINGS HELD	ATTENDANCE	%
20th July 2018		Did not sit	0
28th September 2018		Did not sit	0
2nd November 2018		1/2	50
25th January 2019		2/2	100
29th March 2019		2/2	100
24th May 2019		Did not sit	0
Overall attendance for 2018/2019 Financial Year			**83**

PERFORMANCE OF COMMITTEES FOR 2018/2019 FINANCIAL YEAR					
COMMITTEE	**SCHEDULED MEETINGS**	**SPECIAL MEETINGS**	**SCHEDULED MEETINGS THAT DID NOT SIT**	**TOTAL MEETINGS HELD**	**%**
Council	8	4	0	12	150
Executive Committee	6	1	0	7	117
Finance Committee	12	0	0	12	100
Administration and Human Resources Portfolio	5	0	0	5	100
Social Development Portfolio	5	0	0	5	100
Infrastructure, Planning and Development Portfolio	5	0	0	5	100
Municipal Public Accounts	4	3	1	7	175
Local Labour Forum	6	0	3	3	50

COMMITTEES AND COMMITTEE PURPOSES :

The Ubuhlebezwe Municipality is supported by a Committee System, with Portfolio Committees. The Municipality has multi-party Portfolio Committees, being, the Administration, Human Resources and Finance; Community and Social Development; Planning and Infrastructure Committees. The aforementioned committees assist the Executive Committee in policy development and monitoring to accelerate service delivery, as well as the oversight of strategic programmes and projects.

COMMITTEES (OTHER THAN EXCO) AND PURPOSES OF COMMITTEES	
MUNICIPAL COMMITTEES	**PURPOSE OF THE COMMITTEE**
FINANCE	The Finance Committee is responsible for the Management of : → Financial Administration of all Grants → Tax, Levies etc → Income → Debtor Management → Expenditure → Budget → Payroll → Insurance → Loans and Investments → Cash Flow → Sourcing Management → Procurement- Supply Chain Management → Contracts → Project Management → Assets Management
ADMINISTRATION AND HUMAN RESOURCES	The Administration, and Human Resources Portfolio Committee's function is to oversee the following within the Municipality → Provide Administrative and Secretarial functions

	→ Council and Councillor Support → Policies and Procedures → Records Management → Municipal Building Management → Capacity Building → Human Resources → Occupational Health and Safety → Information Communications and Technology → Legal → Security → Fleet
SOCIAL DEVELOPMENT PORTFOLIO	The Social Development Portfolio Committee is responsible for Management of the following: → LED & Tourism → Passenger Transport → Cemeteries → Parks, Gardens and Recreation → Disaster Management → Community and Safety Services → Environment Management → Fresh Produce and Markets → Public Participation → Business Planning and Licenses → Sports, Youth, Arts and Culture, Gender → Libraries → Community Development → Refuse Removal → Solid Waste Sites
PLANNING, INFRASTRUCTURE AND DEVELOPMENT PORTFOLIO	The Planning, Infrastructure and Development Portfolio Committee's function is to oversee the following within the Municipality ; → Planning and Development

	→ Water → Electricity → Municipal Roads and Stormwater drainange → Housing and Land Affairs → Business Planning → Project Management → Contracts Management → Sourcing Management → Regulator Monitoring → Implementation Agent → MIG → Town Planning → GIS
MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)	The role of MPAC is to review and analyze the Annual Report, gather input and prepare a draft Oversight Report for consideration by Council. Questions raised with the administration should, in writing, be forwarded to the Accounting Officer and subsequently provided to the committee. Questions should be responded to immediately during the committee meeting to avoid delays. The top management team may assist the Accounting Officer if needed.

THIRD TIER ADMINISTRATIVE STRUCTURE:

THIRD TIER STRUCTURE	
DIRECTORATE	**DIRECTOR / MANAGER (TITLE & NAME)**
Municipal Manager's office	Municipal Manager: Mr GM Sineke
	Manager: IDP / PMS: Ms ZM Khumalo
	Manager: Internal Audit: Mrs P Ndamase
Budget & Treasury Office	Chief Financial Officer: ***Vacant***
	Assistant CFO: Mrs MP Mbatha
	Budget & Reporting Manager: Mr LL Makhaye
	SCM Manager: Mr FL Ndlovu
Corporate Services	Director: ***Vacant***
	Manager Administration: Ms SR Lundrell
	Manager Human Resources: Mr LS Hlophe
	Manager ICT: Mr Dukada
Social Development	Director: Mrs NC Mohau
	Manager LED/Tourism: Mr NH Mkhize
	Manager Community Safety: Mr ZN Mthanti
	Manager Community Services: Mr C Ndlovu
Infrastructure Planning & Development	Director: Mrs SM Ndebele
	Manager PMU: Mr SB Mkhwanazi
	Manager: Housing & Planning: Miss T Mthembu

STATEMENTS OF FINANCIAL PERFORMANCE

STATEMENTS OF FINANCIAL PERFORMANCE

Figures in Rand	Note(s)	2019	2018
Revenue from exchange transactions			
Service charges	19	2 257 263	2 155 141
Rental of facilities and equipment	21	1 072 076	923 761
Agency services)		884 998	634 223
Licences and permits		2 884 673	2 710 002
Other income	22	327 895	220 901
Interest received – investment	23	13 026 783	11 001 948
Total revenue from exchange transactions		20 455 688	17 645 976
Taxation revenue			
Property rates	24	21 886 399	13 681 143
Transfer revenue (Government grants & subsidies)	25	138 942 362	126 444 003
Fines, Penalties and Forfeits		901 062	1 957 000
Total revenue from non-exchange transactions		161 730 723	142 082 146
Total revenue	18	182 186 411	159 728 122
Expenditure (Employees related cost)	26	(62 083 872)	(62 333 281)
Remuneration of councillors	27	(10 182 136)	(9 901 684)
Depreciation and amortisation	28	(20 831 259)	(21 296 841)
Impairment loss/ Reversal of impairments	29	(3 184 560)	(5 303 291)
Finance costs	30	(2 395)	(2 856)
Debt Impairment	31	(4 743 403)	(4 477 729)
Contracted Services	32	(14 542 813)	(14 031 483)
General Expenses	33	(24 795 297)	(21 671 593)
Total expenditure		(140 365 735)	(138 991 758)
Operating surplus		41 820 676	20 736 364
Gain on disposal of assets and liabilities		460 657	127 230
Surplus for the year		41 360 019	20 863 594

GRANTS

The municipality has received grant funding from the National Treasury as well as COGTA. These grants can be classified as follows:

Non-Conditional Grants

- Equitable Share

Conditional Grants

- Municipal Infrastructure Grant
- Finance Management Grant
- Expanded Public works programme
- Sports Grant
- Library Grant

All conditional grants, both operational and capital grants were spent to 100% as at 30 June 2019. This is a huge improvement within the municipality. The 100% expenditure on the MIG grant specifically speaks directly to improved service delivery.

Below is a list of unspent grants:

Name of Grants	Name of organ of the state entity	Opening Bal. 2018/19	Total receipt	Total expenditure	Grants Balance 18/19
McKENZIE Farm	Cogta	-428 422	-	-	-428 422
Financial Management Grant	National Treasury	-	-1,970,000	1,970,000	-
Electrification Ixopo – Cogta		-	-	-	-
Electrification	National Treasury		-16,000,000	16,000,000	-

Small Town Rehab. - Roads	Cogta	-18,245.15	-	-	-18,245.15
EPWP	Cogta	-	-1,590,000	1,590,000	0
Ixopo Sportfields	Cogta	-143,182.00	-	-	-143,182
Sangcwaba Grant	Cogta	-565,387.40	-	-	-565,387
Ixopo Sportfields Maintenance	Cogta	-8,278.47	-	-	-8,278.47
Library- cyber	Art and culture		-179,000	179,000	-
Mig Grant	National Treasury	-	-26,439,000	26,439,000	-
Library Grant	Art and culture		-838,000	838,000	-
Sport & Recreation	Sport		-50 000	21 223	-28 777
Gym park	Sport	-	-2 000 000	1 907 339	-92 661
Sponya Housing	KZN Housing	-	- 14 374 606	14 374 606	-
Grants Balance as @ 30 June 2019					**-1 285 554**

FINANCIAL RATIOS

Asset Management

Capital Expenditure to Total Expenditure

Formula

Total Capital Expenditure / Total Expenditure X 100

=R 39 990 821,38 / R 140 365 735 x 100

= 28,49%

Impairment of Property Plant and Equipment and Investment Property and Intangible Assets

Formula

PPE + Investment Property + Intangible assets impairment / Total PPE + Investment Property + Intangible Assets X 100

= R 3 184 560 / R 291 107 425 x 100

= 1.09%

Repairs and Maintenance as a percentage of PPE carrying values

Formula

Total repairs and maintenance / Total PPE

= R4 266 552/ R269 392 967 x 100

=1,58%

Debtors Management (Rates and Refuse)

Formula

Gross debtors opening balance + billed revenue – gross debtors closing balance – bad debts written off / billed revenue X 100

= (R 27 312 215 + 24 604 429,68) – (R39 863 408 – R4 743 403) / R 24 604 429,68 X 100

= 68,27%

Bad debts written off as a percentage of bad debts provision

Formula

Bad debts written off / provision for bad debts

=R 1 601 217 / R 47 743 403

= 0,34%

Current Ratio

Formula

Current Assets / Current Liabilities

= R 191 985 532 / R 36 687 792

= 5,23 : 1

Net Operating Surplus

Formula

Total Operating Revenue – Total Operating Expenditure / Total Operating Revenue X 100

= R 41 820 676 / R 182 186 411 X 100

= 22,95%

Remuneration of Employees and Councillor's as a percentage of operating expenditure

Formula

Total repairs /Total PPE

= R4 266 552/ R269 392 967 x 100

=1,58%

DEBTORS

Debtors have increased from the prior year; 2018. The total debt balance after considering provision for bad debts increased to R23 528 949 from R9 463 863. The percentage increase on tariffs for the financial year under review was 5% across the board. Debt collection is still a problem within the municipality emanating from a general culture of none payment within the South African Communities. A vast majority of the municipality's debtors are individual households, with businesses owing the municipality just over R11million. The municipal council also resolved to write of penalties during the financial year 2014/2015

The debtor's book has therefore increased in proportion to the increase in billed revenue for the year.

	2019 R	2018 R
Rates	36 823 744	25 122 512
Fines	3 039 664	2 189 703
Housing Debtors	115 075	122 298
Rental	1 138 854	1 040 600
Vat Debtors	-	2 146 752
Deposits	-	199 615
Sundry	362 158	22 652
Less Provision for bad debts	(4 743 403)	(4 477 729)
Total	36 736 092	26 366 403

ASSESSMENT BY THE ACCOUNTING OFFICER ON ANY ARREARS ON MUNICIPAL TAXES AND SERVICE CHARGES

The municipality levies rates to all properties that are reflected in the municipal valuation roll. A supplementary valuation roll was submitted to council in May 2017 and is being implemented. Policy viewed and adopted by the municipality in this regard. The municipality further ensured that a gazette is promulgated for the levying of property rates.

A tariff policy was also adopted by council and further gazetted for the levying of property rates. Properties are charged a tariff based of the tariffs as approved by council.

It must also be further noted that the revenue that is derived from the property rates is R5 million which is very low compared to the budget of the municipality. A strategy was developed to somewhat increase revenue collected from rates. The municipality also appointed the services of a debt collector in order to increase revenue collection

Below is a reconciliation of debtors as at 30 June 2019.

	2019 R	2018 R
Rates	36 823 744	25 122 512
Fines	3 039 664	2 189 703
Housing Debtors	115 075	122 298
Rental	1 138 854	1 040 600
Vat Debtors	-	2 146 752
Deposits	-	199 615
Sundry	362 158	22 652
Less Provision for bad debts	(4 743 403)	(4 477 729)
Total	36 736 092	26 366 403

SPENDING AGAINST CAPITAL BUDGET

CAPITAL EXPENDITURE	
Asset Categories	Value
Buildings	8 325 341
Infrastructure	15 859 846
Community	9 966 149
Furniture & Equip	64 388
Computer Equipment	659 089
Plant & Equipment	32 384
Intangible	-
Vehicles	550 217.50
Libraries	-
Other Assets	33 629

SOURCE OF FINANCE

Ubuhlebezwe municipality is still highly dependent on grant funding. The main grant being the Equitable Share.

The following table reflects the funding nature and by source.

		S 71(1) (f) ALLOCATION RECEIVED AND ACTUAL EXPENDITURE ON THOSE ALLOCATIONS						
Votes	Allocations	Original Budget 2018/2019	Adjusted Budget 2018/2019	Actual Received YTD	Actual Expenditure - June 2019	Expenditure YTD-June 2019	Unspent Y T D	% Expenditure Against allocation
30311070082	Financial Management Grant	1,970,000.00	1,970,000.00	1,970,000.00	407,390.46	1,970,000.00	-	**100%**
30311071142	Electrification - DOE	16,000,000.00	16,000,000.00	16,000,000.00	4,153,523.71	16,000,000.00	-	**100%**
30311073092	Library Grant and Library Grant - Cyber	1,591,000.00	1,591,000.00	1,035,000.00	107,089.76	1,035,000.00	-	**100%**
-	Small Town Rehab - COGTA (carry over)	18,245.00	18,245.00	-		-	-	**0%**
30311071202	MIG	26,439,000.00	26,439,000.00	26,439,000.00	4,172,070.55	26,439,000.00	-	**100%**
-	Ixopo Sportsfield Maintenance Grant (carry over)	8,278.00	8,278.00	-		-	-	**0%**
	EPWP	1,590,000.00	1,590,000.00	1,590,000.00	137,645.64	1,590,000.00	-	**100%**
	Sportfield Maintanance	58,000.00	50,000.00	50,000.00	4,120.00	21,223.20	28,776.80	**42%**
	Disaster management grant	3,000,000.00	3,000,000.00	3,000,000.00	1,991,331.95	3,000,000.00	-	**100%**
	Sportfield and recreation grant (Gym park)	2,000,000.00	2,000,000.00	2,000,000.00	1,237,901.00	1,907,339.40	92,660.60	**95%**
	TOTAL	**52,674,523.00**	**52,666,523.00**	**52,084,000.00**	**12,211,073.07**	**51,962,562.60**	**121,437.40**	**99%**
Total MIG	**Total MIG**	**26,439,000.00**		**26,439,000.00**	**4,172,070.55**	**26,439,000.00**	**-**	**100%**

CASH FLOW MANAGEMENT AND INVESTMENTS

CASH FLOW

The municipality's cash flows can be regarded as stable. The cash and cash equivalents available as at 30 June 2019 were R152 184 099 million. The municipality can continue operating for the next 12 months with the estimated fixed cost of R8,1 million.

The following is a detailed list of cash and cash equivalents as at 30 June 2019:

Cash and cash equivalents consists of:

Cash on hand	3 000	5 249
Bank balances	24 570 573	5 214 266
Short-term deposits	130 881 491	97 057 816
TOTAL	**155 455 064**	**102 277 331**

BORROWING AND INVESTMENTS

The municipality does not have borrowings. Furthermore, there are no long-term investments. Funds are invested in short term investments and are disclosed in the Cash and Cash Equivalents note on the Financial Statements

PUBLIC PRIVATE PARTNERSHIPS

There are no Public Private Partnerships that the municipality has engaged with in the financial year under review.

OTHER FINANCIAL MATTERS

SUPPLY CHAIN MANAGEMENT

No procurements were made outside the Supply Chain Management Policy.

GRAP COMPLIANCE

The municipality complies with all relevant GRAP standards.

REVENUE COLLECTION BY VOTE AND BY SOURCE

			S 71(1) (a) ACTUAL REVENUE, PER REVENUE SOURCE					
Source	Original Budget 2018/2019	Adjusted Budget 2018/2019	Budget June 2019	Actual June 2019	Budget YTD 2018/2019	Actual YTD 2018/2019	Variance YTD	% Received To Date
Property Rates	***36 001 948.00***	***27 612 619.00***	***3 000 162.33***	***1 812 051.35***	***27 612 619.00***	***21 844 227.79***	**5 768 391.21**	79%
Service Charges	2 090 247.00	2 000 000.00	*174 187.25*	134 759.35	*2 000 000.00*	2 053 498.95	-53 498.95	103%
Rent of facilities	1 000 000.00	1 000 000.00	*83 333.33*	83 079.75	*1 000 000.00*	1 800 168.99	-800 168.99	180%
Interest earned - Investments	10 000 000.00	14 000 000.00	*833 333.33*	1 397 668.94	*14 000 000.00*	13 419 708.51	580 291.49	96%
Fines - Traffic	200 000.00	1 000 000.00	*16 666.67*	74 400.00	*1 000 000.00*	886 700.00	113 300.00	89%
Licencing and Permits								
Hawkers Permits	10 520.00	10 520.00	*876.67*	6 869.84	*10 520.00*	47 977.06	-37 457.06	456%
Taxi Permits	52 600.00	52 600.00	*4 383.33*	4 372.18	*52 600.00*	49 424.91	3 175.09	94%
Drivers Licences	3 600 000.00	2 600 000.00	*300 000.00*	266 436.00	*2 600 000.00*	2 589 418.19	10 581.81	100%
Licence Commission	736 400.00	736 400.00	*61 366.67*	62 434.60	*736 400.00*	903 417.80	-167 017.80	123%
Other Revenue	1 397 716.00	1 413 716.00	*116 476.33*	213 612.13	*1 413 716.00*	1 558 423.14	-144 707.14	110%
TOTAL	**55 089 431.00**	**50 425 855.00**	**4 590 785.92**	**4 055 684.14**	**50 425 855.00**	**45 152 965.34**	**5 272 889.66**	**90%**

REVENUE COLLECTION PERFORMANCE BY VOTE

Source	Actual YTD 2018/2019
Property Rates	***21 844 227.79***
Service Charges	2 053 498.95
Rent of facilities	1 800 168.99
Interest earned - Investments	13 419 708.51
Fines - Traffic	886 700.00
Licencing and Permits	
Hawkers Permits	47 977.06
Taxi Permits	49 424.91
Drivers Licences	2 589 418.19
Licence Commission	903 417.80
Unconditional Grant	
Other Revenue	1 558 423.14
TOTAL	**45 152 965.34**

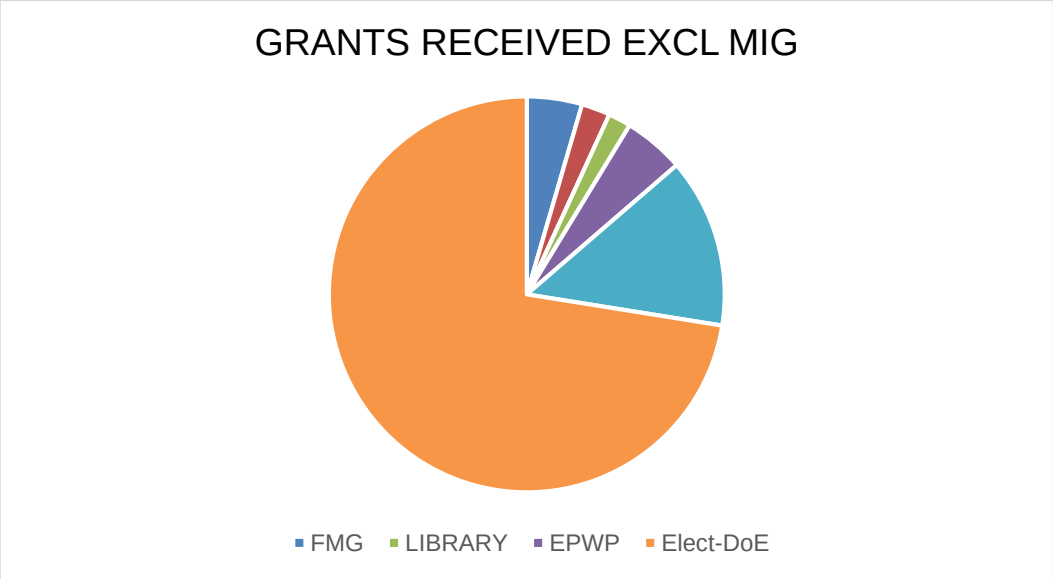
APPENDIX K (ii): REVENUE COLLECTION PERFORMANCE BY SOURCE

CONDITIONAL GRANTS RECEIVED (EXCLUDING MIG)

Conditional Grants Received for the 2018/2019 financial year

Finance Management Grant	R1 970 000
Library Grant	R 197 000
Library Grant	R 834 000
EPWP Grant	R 1 590 000
Electrification - DoE	R16 000 000

The above can be reflected as follows:



CAPITAL EXPENDITURE – NEW & UPGRADE / RENEWAL PROGRAMMES

	Capital Expenditure by Asset Class/Sub-class		FINAL BUDGET 2018/2019	ADJUSTMENT BUDGET 2018/2019	M.T.D ACTUAL	Retention To Date 2018-2019	Year To Date 2018-2019 VAT EXCL	Year To Date 2018-2019 VAT INCL	Percentage Spent
	Infrastructure								
	Infrastructure - Road transport								
	Roads, Pavements & Bridges		***16,271,707***	***21,892,604***	***316,230***	***1,290,571***	***13,959,505***	***15,859,846***	**64%**
	Infrastructure - Road transport MIG		***13,364,387***	***19,888,946***	***261,525***	***1,043,476***	***12,715,629***	***14,466,452***	**64%**
50301000391	Chapel Street W2	*MIG*	*421,545*	*434,545*	-	-	-	-	0%
50301000381	Sprenza Road W4	*MIG*	*666,464*	*666,464*	78,563.01	-	78,563.01	90,347.46	14%
50301000371	Butateni Road W5	*MIG*	*90,996*	*90,996*	54,705.47		54,705.47	62,911.29	69%
50301000361	Harold Nxasane Road W1	*MIG*	*138,623*	*115,047*	100,041.25	-	100,041.25	115,047.44	100%
50301000351	Mkhwanazi Road W7	*MIG*	*82,585*	*82,585*	-	-	-	-	0%
50301000341	Mncadi Road W10	*MIG*	*67,156*	*67,156*	-	-	-	-	0%
50301000331	Golf Course Roads	*Internal*	*2,907,320*	*2,003,658*	-	247,094.50	1,189,170.90	1,330,482.36	66%
50301001161	Shelembe Road W7	*MIG*	*2,814,363*	*2,621,802*	-	169,408.65	1,867,117.46	2,121,773.78	81%
50301001181	Nxele Road W10	*MIG*	*1,921,205*	*1,718,417*	-	145,142.87	1,650,722.50	1,876,559.44	109%
50301001171	Lower Valley View Road W2	*MIG*	*3,073,535*	*6,096,946*	-	268,178.01	2,959,359.22	3,363,036.40	55%
50301001191	Esivandeni Road W14	*MIG*	*757,109*	*1,178,249*	-	130,177.70	1,811,693.04	2,063,920.34	175%
50301001151	Farview Road	*MIG*	*3,330,808*	*6,807,312*	82,920.33	330,568.90	4,248,132.61	4,835,767.17	71%
	Inkosi Bhekamabhaca Zulu Rd	*MIG*	*-*	*9,427*					0%
	Sports Fields & Stadiums - MIG & Int		***13,574,613***	***11,910,195***	***575,144***	***1,007,556***	***8,797,636***	***9,966,149***	**74%**
	Sports Fields & Stadiums - MIG		***13,074,613***	***10,790,195***	***358,951***	***961,486***	***8,181,762***	***9,264,803***	**76%**
50301000571	Jeffrey Zungu Sportfield W2	*M I G*	*1,693,842*	*1,341,549*	-	284,578.32	1,179,872.17	1,314,166.25	98%
50301000561	Upgrade of Jolivet Sportfield V	*M I G*	*-*	*15,304*	-		-	-	0%
50301000551	Morningside Hall (Soweto) W4	*MIG*	*-*	*22,868*	-		19,885.48	22,868.30	100%
50301000521	Emadungeni Hall W8	*MIG*	*-*	*17,386*	-		15,118.14	17,385.86	100%
	Shiyabanye Hall	*Internal*	*-*	*620,000*	113,031.00	46,070.20	512,713.00	582,709.42	94%
50301000511	Kintail Hall W9	*MIG*	*168,225*	*168,225*	125,613.63	-	125,613.63	144,455.67	86%
50301001351	Mazabeko Hall W12	*MIG*	*3,719,515*	*3,029,857*	-	197,053.00	1,842,990.51	2,089,881.14	69%
50301001221	Nkweletsheni Hall W5	*MIG*	*3,719,515*	*2,421,489*	233,337.60	285,461.62	1,510,633.81	1,694,409.64	70%
50301001231	Pass 4 Phungula Sportsfield V	*MIG*	*3,773,517*	*3,773,517*	-	194,392.75	3,487,647.85	3,981,636.12	106%
50301001241	KwaDladla Sportfield W11	*Internal*	*500,000*	*500,000*	103,161.89	-	103,161.89	118,636.17	24%
	INTERNAL FUNDING		***30,687,448***	***20,369,420***	***3,766,798***	***399,873***	***8,578,710***	***9,664,977***	**42%**
	Other assets		***37,414,666***	***27,096,638***	***3,766,798***	***1,155,193***	***13,151,553***	***14,810,448***	**49%**
	General vehicles		***600,000***	***552,000***	***-***		***550,218***	***550,218***	**100%**
50301000091	Deputy Mayor's Vehicle	*internal*	*500,000*	*552,000*	-		550,217.50	550,217.50	100%
50301000961	Isuzu Single Cab IPD *2	*internal*	*100,000*	-					0%
	Plant & Equipment		***160,000***	***148,160***	***-***	***-***	***70,160***	***32,384***	**47%**
50301000971	Diesel tank trailer	*Internal*	*70,000*	*70,000*	-		42,000.00		60%
50301000951	Roll Bank forks (tlb)	*Internal*	*40,000*	*28,160*	-		28,160.00	32,384.00	100%
50301001031	Concrete Poker	*Internal*	*50,000*	*50,000*					0%
	Office & IT Equipment		***1,497,700***	***1,533,319***	***105,975***	***-***	***581,517***	***659,018***	**38%**
50301000821	laptops	*internal*	*200,000*	*391,000*	81,786.00		336,527.50	387,006.63	86%
50301000821	Other IT Equipment	*internal*	*72,000*	*82,000*	18,800.00		21,935.36	25,225.66	27%
50301000801	Biomestric Scan	*internal*	*20,000*	*15,000*	-		-	-	0%
50301001001	VTS - Brake test and camera	*internal*	*150,000*	*119,000*	-		120,991.96	139,140.75	102%
50301000161	Fire equipment	*internal*	*-*	*22,537*	-		-	-	0%
50301000791	Software licenses	*internal*	*30,000*	*10,000*	-		-	-	0%
50301000861	GIS Server	*internal*	*700,000*	*700,000*	-		-	-	0%
50301001051	IPD Recorder	*internal*	*3,000*	*1,944*	-		1,943.51	2,235.04	100%
50301001081	Camera with bag and Nikon D	*internal*	*9,700*	*9,700*	-		-	-	0%
50301001011	Overhead Projector and Exter	*internal*	*10,000*	*10,000*	5,388.71		5,388.71	6,197.02	54%
50301001271	Strongroom Door	*internal*	*30,000*	*-*	-		-	-	0%
50301000941	SERVER FIRE PROTECTION	*internal*	*50,000*	*75,000*	-		-	-	0%
50301001091	CISCO IP PHONES	*internal*	*80,000*	*-*	-		-	-	0%
50301001071	Metal detectors	*internal*	*3,000*	*8,000*			7,500.00	8,625.00	94%
50301001021	Cash Counting Bill (*6)	*internal*	*18,000*	*18,000*			16,480.00	18,952.00	92%
50301001061	Ultra violet light (*6)	*internal*	*2,000*	*6,000*			5,650.00	6,497.50	94%
50301001041	CCTV Cameras (*5)	*internal*	*50,000*	*-*	-		-	-	0%
50301001121	PA System - SD	*internal*	*70,000*	*65,138*	-		65,099.50	65,138.50	100%
	Office Furniture		***215,000***	***119,000***	***-***	***-***	***55,990***	***64,388***	**47%**
50301000231	Budget & Treasury	*internal*	*212,500*	*116,500*	-		55,989.60	64,388.04	48%
50301000241	Vaccuum Cleaner - SD	*internal*	*2,500*	*2,500*	-		-	-	0%
	Other Buildings		***24,149,148***	***17,975,698***	***3,660,823***	***399,873***	***7,291,584***	***8,325,341***	**41%**
50301000891	Municipal Houses - Double St	*internal*	*500,000*	*500,000*	-		-	-	0%
50301000501	Revamping of Redcross	*internal*	*100,000*	*100,000*	-		-	-	0%
	Gym Park	*Small Town*	*-*	*2,000,000*	1,237,901.00		1,658,556.00	1,907,339.40	95%
	Fire Station	*ter Mana C*	*-*	*3,000,000*	1,731,593.00	173,711.50	2,691,505.21	3,069,174.27	102%
50301000881	Revamping of Municipal Build	*internal*	*21,149,148*	*12,375,698*	691,328.80	226,161.16	2,941,522.90	3,348,827.16	27%
50301001251	Municipal Building Lift	*internal*	*2,400,000*	*-*					0%
	Intangible		***3,800,000***	***-***	***-***	***-***	***-***	***-***	**0%**
50301000931	Financial Management System (MSCOA		*3,800,000*	*-*					0%
	ELECTRIFICATION PROJECTS		***6,727,218***	***6,727,218***	***-***	***755,321***	***4,572,842***	***5,145,470***	**68%**
50301000981	Golf course Electrification	*internal*	*6,727,218*	*6,727,218*	-	755,320.70	4,572,842.15	5,145,470.37	76%
	Other Assets		***265,600***	***41,243***	***-***		***29,243***	***33,629***	**71%**
50301000851	6 x Dust bin	*internal*	***600***	*-*					0%
50301001111	IPD - Microwave	*internal*	***3,000***	*1,043*	-		1,042.61	1,199.00	100%
50301000991	Jojo Tank (*2) for SD	*internal*	***12,000***	*12,000*					0%
50301001101	Stove and Pots for Pl Hall (	*internal*	***50,000***	*28,200*			28,200.00	32,430.00	100%
50301001261	kiosk	*internal*	***200,000***	*-*					0%
	Total Assets		***67,260,986***	***60,899,436***	***4,545,141***	***3,407,250***	***35,395,981***	***40,053,733***	**58%**

CAPITAL EXPENDITURE – NEW ASSET PROGRAMME

	ELECTRIFICATION PROJECTS		***6,727,218***	***6,727,218***	**-**	***755,321***	***4,572,842***	***5,145,470***	**68%**
50301000981	Golf course Electrification	*internal*	*6,727,218*	*6,727,218*	-	755,320.70	4,572,842.15	5,145,470.37	76%
	Other Assets		***265,600***	***41,243***	**-**		***29,243***	***33,629***	**71%**
50301000851	6 x Dust bin	*internal*	***600***	-					0%
50301001111	IPD - Microwave	*internal*	***3,000***	*1,043*	-		1,042.61	1,199.00	100%
50301000991	Jojo Tank (*2) for SD	*internal*	***12,000***	*12,000*					0%
50301001101	Stove and Pots for PI Hall (	*internal*	***50,000***	*28,200*			28,200.00	32,430.00	100%
50301001261	kiosk	*internal*	***200,000***	-					0%
	Total Assets		***67,260,986***	***60,899,436***	***4,545,141***	***3,407,250***	***35,395,981***	***40,053,733***	**58%**
	M I G		26,439,000.00	30,679,140.43	620,475.82	2,004,961.82	20,897,390.68	26,439,000.00	100%
	Internal Funded		40,821,986.07	30,220,296.00	3,869,959.40	1,402,287.86	14,443,885.30	16,259,566.37	54%
	Small Town Rehabilitation - Roll Over		-		-		-	-	0%
	Electrification		16,000,000.00		-		-	16,000,000.00	100%
	Total CapEx		***67,260,986.07***	***60,899,436.43***	***4,490,435.22***	***3,407,249.68***	***35,341,275.98***	***39,990,821.38***	***58%***

Except for the assets mentioned above, all other capital acquisitions were for new assets

DECLARATION OF LOANS AND GRANTS MADE BY THE MUNICIPALITY

Ubuhlebezwe municipality does not have loans and has not issued any grant funding to other institutions or organisation.

CHAPTER 4 – ORGANISATIONAL PERFORMANCE

(PERFORMANCE REPORT PART II)

ORGANISATIONAL PERFORMANCE SCORECARD (2018/2019)

Preparing for Performance Management

In preparing for performance management and after extensive public participation to assess community needs, the municipality developed an organizational scorecard representative of the various departments' strategic objectives, measurable outputs, performance measures and targets. Thereafter performance agreements were signed by all managers to which performance plans were attached.

In the 2018/19 financial year we have also continuously ensured that the following elements, as required by the various legislative requirements and Ubuhlebezwe Organisational Performance Management Framework are in place and functioning effectively. These elements include, but are not limited to, the following:

Approved IDP, Scorecard and SDBIP which are aligned and containing annual performance indicators and targets in line with the national key performance areas and vision and mission of the municipality.

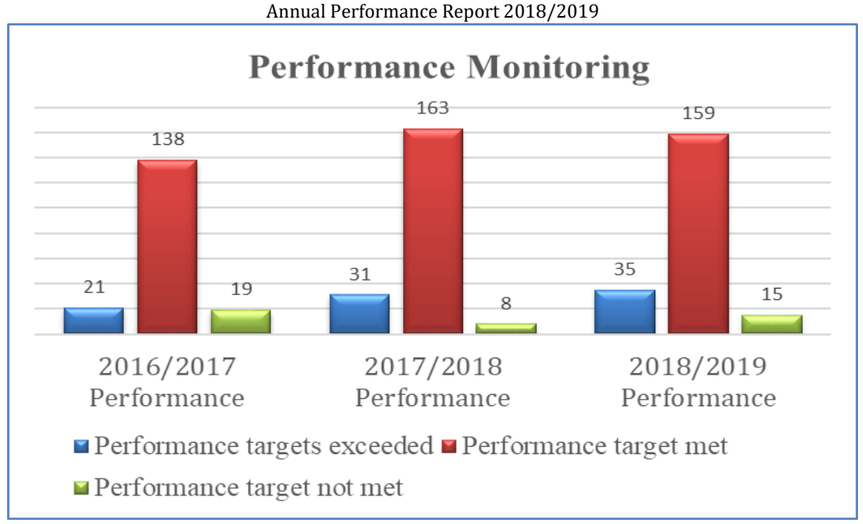
Performance Audit Committee (same as the Audit Committee), which is properly constituted and has:

- Terms of Reference;
- Held the required number of meetings; and
- Reviewed Performance Audit Reports.

The annual organization performance (depicted by strategic departments of Ubuhlebezwe Municipality) is encapsulated in the below table. These results are derived from the quarterly performance monitoring and evaluations performed during the 2018/19 financial year

Comparative Target Achievement Information for three years:

Performance Status	2016/2017 Performance	2017/2018 Performance	2018/2019 Performance
Performance targets exceeded	21	31	35
Performance target met	138	163	159
Performance target not met	19	8	15



MONITORING, EVALUATION AND REVIEW

At the end of every quarter, managers were expected to prepare and submit quarterly performance reports for monitoring and evaluation of actual performance against set targets (quarterly section 54A & 56 assessments). This occurred as follows:

Quarter	Assessment date	Venue
Quarter 4 of 2017/2018	27 August 2018 28 August 2018 29 August 2018	Municipality
Quarter 1 of 2018/2019	Informal	Municipality
Quarter 2 of 2018/2019	18 February 2019 19 February 2019 20 February 2019	Municipality
Quarter 3 of 2018/2019	Informal	Municipality

1. PERFORMANCE REPORT: 2018/2019

The tables below record the information as required for the Annual Performance Report which is derived from the Integrated Development Plan and includes additional outputs developed as part of the IDP Review process.

ANNUAL ORGANIZATIONAL PERFORMANCE (ANNUAL TARGETS VS. ACTUAL ACTUALS)

The annual organization performance (depicted by strategic departments of UBuhlebezwe municipality) is encapsulated in the table below. These results are derived from the quarterly performance monitoring and evaluations performed during the 2018/19 financial year.

ANNUAL ORGANIZATIONAL PERFORMANCE

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
OMM 01	DIFFERENTIATED APPROACH TO MUNICIPAL FINANCING, PLANNING AND SUPPORT	MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT	To improve performance and functioning of the municipality	Signing of performance agreements	Number of signed performance agreements for section 54A & 56 managers (MM,CFO,CORP, IPD & SD) by 31-Jul-18	Number	3 performance agreements signed (MM , Corporate & IPD) on 8 June 2017	5 performance agreements for section 54A & 56 managers (MM,CFO,CORP, IPD & SD) signed by 31-Jul-18	none	5 performance agreements for section 54A & 56 managers signed (MM,CFO,CORP, IPD & SD) signed by 31-Jul-18	5 Performance agreements were signed (MM , CFO, Corporate, IPD & SD) on the 7th June 2018.	OPEX	Achieved	n/a	a/n	Signed performance agreements
OMM 02			To improve performance and functioning of the municipality	Signing of operational plans	Number of signed operational plans for section 55 managers (ACFO, SCM, Assets, Internal Audit, IDP/PMS, Administration, Human Resources,Information Technology, PMU, Housing & Planning, LED/Tourism, Community Safety, Community Services, Budget and Reporting)by 31-Jul-18	Number	All 14 operational plans for section 55 managers (ACFO, SCM, Budget and reporting ,Assets, Internal Audit, IDP/PMS, Administration, Human Resources ,Information Technology, PMU, Housing & Planning, LED/Tourism, Community Safety, Community Services) were signed by 8 June 2017	14 operational plans for section 55 managers signed (ACFO, SCM, Assets, Internal Audit, IDP/PMS, Administration, Human Resources,Information Technology, PMU, Housing & Planning, LED/Tourism, Community Safety, Community Services) by 31-Jul-18	none	14 operational plans for section 55 managers signed (ACFO, SCM, Assets, Internal Audit, IDP/PMS, Administration, Human Resources,Information Technology, PMU, Housing & Planning, LED/Tourism, Community Safety, Community Services, Budget and Reporting) by 31-Jul-18	14 operational plans for section 55 managers signed (, SCM, Assets, IDP/PMS, Administration, Human Resources,Information Technology, PMU, Housing & Planning, LED/Tourism, Community Safety, Community Services, Budget and Reporting) on the 7th July 2018. ACFO and Internal Audit were signed during the second and Fourth Quarter.	OPEX	Achieved	Internal Audit Manager and Assistant Chief Financial Officer positions were vacant and filled in the Second and Fourth Quarter respectively . The Operational Plans were signed accordingly.	n/a	Signed operational plans
OMM 03			To improve performance and functioning of the municipality	Submission of performance agreements	Turnaround time for submission of Performance Agreements to COGTA after signing by section 54A & 56 managers	Turnaround time	Performance agreements were submitted to COGTA on 22 June 2017, which was within 10 working days of signing by section 57 managers	Submission of Performance Agreements to COGTA within 10 working days of signing by section 54A & 56 managers	none	Submission of Performance Agreements to COGTA within 10 working days of signing by section 54A & 56 managers	Performance Agreements were signed on the 7th June 2018 and submitted to COGTA on the 15th June 2018, which was within 10 working days after signing.	OPEX	Achieved	n/a	n/a	Proof of submission
0MM 04			To improve performan	Submission of	Number of reports submitted to	Number	4 reports were submitted to APAC on performance on 18 August 2017,	4 reports submitted to APAC on	none	4 reports submitted to APAC on	4 reports were submitted to APAC on performance on the 17th August 2018, 2nd	OPEX	Achieved	n/a	n/a	A report, signed minutes

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			ce and functioning of the municipality	reports to APAC	APAC on performance by 30-Jun-19		27 October 2017, 19th January 2018 and 20th April 2018	performance by 30-Jun-19		performance by 30-Jun-19	November 2018, 15th February 2019 and 17th May 2019.					and signed attendance register
CORP 01			To develop staff to ensure effective service delivery through trainings	Awarding Staff members with bursaries	Date by which Staff members are awarded with bursaries	Date	Staff bursary was awarded on the 23rd of January 2018	Award bursaries to Staff members that would have applied and met selection criteria by 31-Mar-19	none	Award bursaries to Staff members that would have applied and met selection criteria by 31-Mar-19	The bursary was awarded to staff that applied and met the selection criteria on the 22nd of January 2019	OPEX	Achieved	n/a	n/a	Signed memo with the names of the bursary recipients
CORP 02			To develop staff to ensure effective service delivery through trainings	Monitoring of trainings conducted as per WSP	Number of trainings conducted as per WSP (2018/19) by 30-Jun-19	Number	21 Trainings were conducted as per WSP (2017/2018) as follows. 1. Sage Training(VIP)conducted on 03/08/2017. 2. Asset Management Course conducted on 18-21/09/2017. 3. IDP/PMS Training was conducted on 18-22/09/2017. 4. Shooting Course conducted on 26-27/09/2017. 5. Sage Training Payroll PRO conducted on 09/07/2017 6. Principles of Payroll Tax (09/10/2017) 7. Carpentry (23/10-17/11/2017) 8. Participate in the Planning & Implementation of PMS (13-15/11/2017)	Monitor that 16 trainings are conducted as per (2018/19) WSP by 30-Jun-19	none	Monitor that 16 trainings are conducted as per (2018/19) WSP by 30-Jun-19	22 Trainings were conducted as per (2018/2019) WSP as follows: 1. First Aid Level 1 2. Examiner of Driving Licence 3. Contract Admin 4. Chainsaw Operating 5. Public Admin 6. Monitoring & Evaluation 7. SDP 8. Microsoft Excel 9. Customer Care 10. Training & shooting range 11. Customer Care 12. Firefighter1 and 2. 13. MSCOA 14. Advanced Project Management . 15. Firefighter 2 and Hazmat Operations 16. Electronic Records Management . 17. Conflict Management. 18. Introduction: Building the Foundation (TM1) 19. FA1 20. Design and Implementation of server infrastructure 21. CPMD Training. 22. Firefighter1 and Hazmat Awareness.	R 712 720	Achieved	n/a	Some trainings were done internally hence we managed to do 6 more trainings because of savings.	Signed attendance registers

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
OMM 05 BTO01 IPD01 CORP 03 SD01			To improve performance and functioning of the municipality	Submission of performance reports to the office of the MM	Number of performance reports submitted to the office of the MM within the turnaround time	Number	All HODs submitted performance reports to OMM within 5 working days of the end of each quarter	5 performance reports submitted to the office of the MM within 5 working days of the end of each quarter	none	5 performance reports submitted to the office of the MM within 5 working days of the end of each quarter	5 performance reports submitted per department, per quarter to the office of the MM within 5 working days of the end of each quarter as follows: OMM: 5 October 2018, 7 January 2018, 3 April 2019 & 2 July 2019. BTO:5th October 2018,8th January 2018, 4th April 2019& 05 July 2019. CORP:5th October 2018,7th January 2019,5th of April 2019 & 05 July 2019. SD: 5th October 2018, 7th January 2019, 5th of April 2019 & 4th of July 2019. IPD:5th October 2018, 8th January 2018, 5th April 2019 & 05 July 2019	OPEX	Achieved	n/a	n/a	Proof of submission & quarterly performance report
OMM 06 BTO02 IPD02 CORP 04 SD02			To improve performance and functioning of the municipality	Submission of the risk register reports to the office of the MM	Number of updated risk register reports submitted to the office of the MM within the turnaround time	Number	All HODs submitted updated risk register reports to OMM within 5 working days of the end of each quarter	5 updated risk register reports submitted to the office of the MM within 5 working days of the end of each quarter	none	5 updated risk register reports submitted to the office of the MM within 5 working days of the end of each quarter	5 updated risk register reports submitted per department, per quarter to the office of the MM within 5 working days of the end of each quarter as follows: OMM: 4 October 2018,7 January 2019, 5th April 2019, 5 July 2019. BTO:5th October 2018,7th January 2019, 5th April 2019,5th July 2019. IPD: 5th October 2018, 8th January 2019, 5th April 2019, 5th July 2019. CORP:5th October 2018,7th January 2019, 5th April 2019, 5th July 2019. SD: 5th October 2018, 7th January 2019, 5th April 2019, 4th July 2019	OPEX	Achieved	n/a	n/a	Proof of submission & quarterly updated risk register report
CORP 05			To improve performance and functioning of the municipality	Monitoring of uploads on the municipal website	Number of uploads on the municipal website by 30-Jun-19	Number	Municipal website was updated 113 times by 30 June 2018	Monitor that Uploads on Municipal Website are done 52 times by 30-Jun-19	none	Monitor that Uploads on Municipal Website are done 64 times by 30-Jun-19	Municipal website was updated 135 times by 30 June 2019.	OPEX	Achieved	n/a	The policy of uploading and updating the Municipal Website was changed during the course of the year because users increased and a new SAMRAS web portal was	Dated Screen shots

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
															established. The Financial year was also coming to an end so there was a lot of activities within the Municipality that needed to be uploaded on the Municipal Website E.g. Advertisements, vacancies and newly reviewed and approved policies, hence we went above and beyond the annual target of updating the website accordingly	
CORP 06			To improve performance and functioning of the municipality	Monitor verification of user acccess rights on all municipal ICT systems	Date by which user access rights on all municipal systems is verified	Date	User access rights verified on all municipal ICT systems on the 29th of September 2017, 29 December 2017, 30 March 2018 and 29 June 2018	Monitor verification of user access rights on all municipal ICT systems by 30-Jun-19	none	Monitor verification of user access rights on all municipal ICT systems by 30-Jun-19	User access rights verified on all municipal ICT systems on the 30th of September 2018, 31st of December 2018, 29th of March 2019 & 28 of June 2019	OPEX	Achieved	n/a	n/a	Signed user access rights forms
CORP 07			To improve performance and functioning of the municipality	Monitor the conduction of trainings as per ICT policies	Date by which the ICT training is conducted	Date	2 ICT training were conducted on the following dates: 21 June 2018 And 22 June 2018	Monitor the conduction of trainings as per ICT policies by 30-Jun-19	none	Monitor the conduction of trainings as per ICT policies by 30-Jun-19	Trainings as per ICT policies were conducted on the 28-June-2019	OPEX	Achieved	n/a	n/a	Signed attendance register and presentation slides
CORP 08			To improve performance and functionin	Monitor the conduction of ICT	Number of ICT Awareness campaigns	Number	8 ICT awareness campaigns were conducted on the following dates: 25 July 2017, 21 September 2017,20 October 2017, 24 November 2017, 01 February	Monitor the conduction of 4 Awareness campaigns by 30-Jun-19	none	Monitor the conduction of 4 ICT Awareness campaigns by 30-Jun-19	11 ICT awareness campaigns were conducted on the: 9th July 2018, 3rd of August 2018, 10th of September 2018, 9th October 2018, 12th of November 2018,	OPEX	Achieved	n/a	Users were notified monthly about best practices and latest ethics	Signed Circular by Director Corporate Services

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			g of the municipality	Awareness campaigns	conducted by 30-Jun-19		2018, 01 March 2018, 22 May 2018 and 7 June 2018				14th of December 2018, 31st of December 2018,16th of January 2019, 20th of March 2019,15th of April 2019, 15th of May 2019 and 13th of June 2019.				while using IT Equipment in the office environment. Circulars for Website upload procedure as well as proper use of printers and effectively use our printers for best results whilst conserving our printing resource. Users were also notified about best practices and latest computer threats.	and proof of distribution to users
CORP 09			To improve performance and functioning of the municipality	Monitor the conduction of weekly backup of ICT systems	Number of weekly backups conducted on ICT systems by 30-Jun-19	Number	VIP & SAMRAS systems backups are performed and reviewed on the weekly basis	Monitor that weekly backups for 2 ICT systems (SAMRAS and VIP) are conducted by 30-Jun-19	none	Monitor that weekly backups for 2 ICT systems (SAMRAS and VIP) are conducted by 30-Jun-19	A total of 315 backups were conducted on ICT systems. (VIP & SAMRAS) backups were conducted 485 times by 31 March 2019. 120 backups were conducted on Sage and Sage VIP by 30 June 2019.	OPEX	Achieved	n/a	During the month of April 2019, the municipality changed the system from SAMRAS and VIP to SAGE and SAGE VIP because of MSCOA compliance issues. Backups were done daily.	Backup Register signed by Director Corporate Services

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
CORP 10			To improve performance and functioning of the municipality	Monitor the reviewal of ICT Policies and Procedures	Date by which ICT policies and procedures are reviewed	Date	The ICT Policies and procedures were reviewed and adopted by Council on the 14th of December 2017	Monitor the reviewal of all ICT Policies and procedures by 30-Jun-19	none	Monitor the reviewal of all ICT Policies and procedures by 30-Jun-19	ICT Policies and procedures were reviewed and approved by Council on the 27th May 2019	OPEX	Achieved	n/a	n/a	Council Resolution
CORP 11			To improve performance and functioning of the municipality	Renewal of the soft ware licenses	Date by which the Software Licenses for laptops and computer within the municipality is renewed	Date	A new antivirus license was purchased and installed on the 23rd of October 2017	Renewal of Software Licenses for laptops and computer users within the municipality by 31-Dec-18	none	Renewal of Software Licenses for laptops and computer users within the municipality by 31-Dec-18	Software Licenses for laptops and computer users within the municipality were purchased and renewed on the 12th of November 2018.	OPEX	Achieved	n/a	n/a	Licence certificate
CORP 12			To develop staff to ensure effective service delivery through trainings	Submission and Adoption of the WSP	Date by which the 2019/20 WSP is adopted by Council	Date	The 2018/19 WSP was adopted by council on the 26th of April 2018	Submission of the 2019/20 WSP to Council for adoption by 30-Apr-19	none	Submission of the 2019/20 WSP to Council for adoption by 30-Apr-19	2019/20 WSP was submitted to Council for adoption on the 24-April-19	OPEX	Achieved	n/a	n/a	WSP, Council resolution & council signed minutes
CORP 13			To develop staff to ensure effective service delivery through trainings	Monitor the Reviewal of all HR Policies	Date by which the Recruitment and Selection Policy will be reviewed	Date	The HR policies were reviewed and adopted by Council on the 7th of June 2018	Monitor the Reviewal of all HR Policies by 31-May-19	none	Monitor the Reviewal of all HR Policies by 31-May-19	All HR Policies were reviewed and adopted at a special Council meeting that sat on 6th June 2019	OPEX	Not Achieved	n/a	The policies were reviewed and adopted by council on 06 June 2019 and not on 31 May 2019 following an advice by the Committee Section that the Council meeting of 31 May 2019 would consider only specific reports and that a special council had already been set for 06 June 2019 to consider the reports on policies	Council Resolution

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
															and other matters. The policies are reviewed for the following financial year. Therefore, it was still acceptable to review them before 30 June 2019.	
CORP 14			To improve safety and security within the municipal environment	Monitor that evacuation drills are conducted	Number of evacuation drills conducted by 30-Jun-19	Number	4 evacuation drills were conducted on the following dates: 25 August 2017, 15 November 2017, 23 February 2018 and 11 May 2018	Monitor that 4 evacuation drills are conducted by 30-Jun-19	none	Monitor that 4 evacuation drills are conducted by 30-Jun-19	4 evacuation drills were conducted on the following dates: 24/08/18, 30/11/18,18/01/19 and 31/05/19	OPEX	Achieved	n/a	n/a	Dated photos
CORP 15			To improve performance and functioning of the municipality	Monitor Cordination of the EAP	Date by which the Employee Assistance Programme is cordinated	Date	1 Employee Assistance Programme (Wellness Day) was implemented on the 14th February 2018	Monitor the cordination of Employee Assistance Programme by 31-Mar-19	none	Monitor the cordination of Employee Assistance Programme by 31-Mar-19	Employee Assistance Programme was conducted on the 14th February 2019	R 38 478.75	Achieved	n/a	n/a	signed attendance register and dated photos
OMM 07	IMPROVED ACCESS TO BASIC SERVICES	BASIC SERVICE DELIVERY & INFRASTRUCTURE DEVELOPMENT	To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Monitoring of the prioritised capital projects	Number of MANCO meetings whereby there will be monitoring of delivery/achievement of prioritised capital projects budgeted for (2018/19)	Number	7 MANCO meetings where there was monitoring of 2017/18 prioritised capital project took place as follows: 12 July 2017, 13 September 2017, 20 November 2017, 13 February 2018,14 March 2018, 25 April 2018 and 16 May 2018	4 MANCO meetings whereby there will be monitoring of delivery/achievement of prioritised capital projects budgeted for (2018/19)	none	4 MANCO meetings whereby there will be monitoring of delivery/achievement of prioritised capital projects budgeted for (2018/19)	6 MANCO meetings where there was monitoring of delivery/ achievement of prioritized capital projects budgeted for 2018/19 were held on the 18 July 2018, 15/08/2018, 19 September 2018, 17 October 2018, 12 February 2019 and 11 April 2019	OPEX	Achieved	n/a	The Office of the MM cordinated two additional meetings as the need arose in Quarter one as this is a busy time, beginning of the financial year.	Manco Minutes
OMM 08			To ensure provision, upgrading and	Inspection of prioritized	Number of inspections conducted for 2018/19	Number	9 Inspections conducted for 2017/18 prioritized Capital Projects by 30 June 2018. 19 September 2017,17 November 2017,1 December	4 Inspections conducted for 2018/19 prioritized	none	4 Inspections conducted for 2018/19 prioritized	17 Inspections were conducted for 2018/19 prioritized capital projects on the 27 September 2018,18 September 2018,18	OPEX	Achieved	n/a	Due to the delays in appointm	Dated photos

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			maintenance of infrastructure and services that enhances socio-economic development	Capital Projects	prioritized Capital Projects by 30-Jun-19		2017,24 January 2018, 14 March 2018, 14 March 2018, 04 June 2018, 04 June 2018 and 08 June 2018	Capital Projects by 30-Jun-19		Capital Projects by 30-Jun-19	September 2018,10 October 2018, 11 October 2018, 14 November 2018,15 November 2018, 12 February 2019, 26 February 2019, 29 January 2019, 7 March 2019,12 January 2019, 19 March 2019, 31 May 2019, 04 June 2019 & 31 May 2019				ents due to disturbances by Amadelangokubona, which then led to delays in work progress, we increased the number of visits to projects to inspect and identify challenges.	
SD03			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Monitor Maintenance of halls and sport fields	Number of maintained halls and municipal facility by brush cutting and cleaning by 30-Jun-19	Number	2 HALLS and 1 municipal facility maintained throughout the 4 quarters, i.e (Peace and Highflats hall) and 1 Municipal facility by doing brush cutting and cleaning by 30-Jun-18	Monitor Maintenance of 2 halls(Peace and Highflats hall) and 1 Municipal facility by doing brush cutting and cleaning by 30-Jun-19	none	Monitor Maintenance of 2 halls(peace and Highflats hall) and 1 Municipal facility by doing brush cutting and cleaning by 30-Jun-19	2 HALLS (Peace and Highflats hall) and 1 municipal facility were maintained by doing brush cutting and cleaning throughout the 4 quarters by 30-Jun-19.	OPEX	Achieved	n/a	n/a	Signed report by HOD & Manager Community Services
SD04			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Monitor Maintenance of municipal parks	Number of Maintained municipal parks by 30-Jun-19	Number	All 5 municipal parks were maintained throughout the 4 quarters by 30 June 2018	Monitor Maintenance of 5 municipal parks by grass cutting by 30-Jun-19	none	Monitor Maintenance of 5 municipal parks by grass cutting by 30-Jun-19	All 5 Parks and Gardens i.e Cnr R 56 & R612, Cnr R56 & Centenary, Cnr Centenary & Margaret ,Margaret & R56 ,East street park were maintained by brush cutting and cleaning throughout the 4 quarters.	OPEX	Achieved	n/a	n/a	Signed quarterly report by manager community services and HOD

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
SD05			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Monitor collection of waste from households and businesses	Number of days within which refuse is collected in businesses and residential by 30-Jun-19	Number	The weekly schedule was followed on refuse collection and the waste was removed in the following areas as schedule: • Mondays - High School down to Stuart Street up to Grant Street straight to testing ground • Tuesdays - Morning view - High street, Mary street and centenary road • Wednesdays - Morning Side and Highflats • Thursdays- Little flower and Hospital. Umngeni, Sisonke • Fridays – Fairview • Saturdays - Highflats Ixopo	Monitor six days of refuse collection in businesses and residential by 30-Jun-19	none	Monitor six days of refuse collection in businesses and residential by 30-Jun-19	Refuse collection was monitored over 6 days in a week by the 30 June 2019 in business and residential, using the following weekly schedule: •Mondays - High School down to Stuart Street up to Grant Street straight to testing ground •Tuesdays - Morning view - High street, Mary Street and centenary road •Wednesdays - Morning Side and Highflats •Thursdays - Little flower and Hospital. Umngeni, Sisonke •Fridays - Fairview •Saturdays - Highflats Ixopo 308 days of refuse collection was monitored by 30 June 2019.	OPEX	Achieved	n/a	n/a	Signed quarterly report by manager community services and HOD
SD06			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Collection of refuse in households within Ubuhlebezwe jurisdiction	Number of Households with access to refuse removal within the jurisdiction Ubuhlebezwe by 30-Jun-19	Number	11.42% (2682 out of 23487) of households receiving refuse collection services by 30 June 2018, this include some of rural areas	1035 households with access to refuse removal within the jurisdiction of UBuhlebezwe Municipality by 30-Jun-19	none	1035 households with access to refuse removal within the jurisdiction of UBuhlebezwe Municipality by 30-Jun-19	The municipality has collected refuse in 970 households within Ixopo (ward 2), Fairview and Morningside (Ward 4) by 30-Jun-19.	OPEX	Not Achieved	When the report was extracted from the old finance system in January 2019, it reported 1035, this however, was inclusive of businesses. The households only, receiving refuse removal is 970 as per the new financial management system which separates Business and	The indicator will be corrected in the 2019/2020 Financial Year, during adjustments period	Households refuse billing list and Signed quarterly report by manager community services and HOD

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
														Household (Sage Evolution)		
SD06.1				Monitor the coordination of clean up campaigns	Number of clean up campaigns coordinated by 30-Jun-19	Number	new indicator	Monitor the coordination of 2 clean up campaigns by 30-Jun-19	none	Monitor the coordination of 2 clean up campaigns by 30-Jun-19	4 Clean-up campaigns were conducted on the: 31st of August 2018, 19th of March 2019, 6th of May 2019 and the 9th of May 2019.	OPEX	Achieved	n/a	Because other stakeholders were engages to be part of the campaign, and seeing their success in the originally planes areas, 2 more campaign were planesd and executed therefore increasing the effect of the campaign.	Signed attendance register, date photos
CORP 16			To improve the performance and functioning of the municipality	Distribution of agendas	Turnaround time for distributing agenda to the members of Infrastructure Planning & Development portfolio before the meeting	Turnaround time	1. Agenda of the Infrastructure, Planning and Development Portfolio Committee meeting distributed 5 (five) days prior to the meeting where Q1: Agenda for the meeting of the 25/08/17 distributed on the 18/07/17 which translates to 7 days. 2. Agenda for the Infrastructure Planning and Development Portfolio Committee Meeting was distributed 6 days prior to the meeting. Date of Meeting: 09/11/2017 Date of Distribution: 03/11/2017 3. Agenda for the Infrastructure planning & Development Portfolio committee meeting was distributed 5 days prior to the meeting. Date of	Distribute the agenda of the IPD Portfolio committee meeting 5 days prior to meeting	none	Distribute the agenda of the IPD Portfolio committee meeting 5 days prior to meeting	Q1: Agenda for the Infrastructure planning & Development Portfolio committee meeting was distributed 10 days prior to the meeting. Date of the meeting 27/08/2018 Date of distribution :17/07/2018. Q2: Agenda for IPD Portfolio distributed on the 2nd November 2018 for a meeting scheduled for the 6th November 2018. Translates to 5 days prior to the meeting. Q3: Agenda distributed on the 29th of January 2019 for the meeting scheduled for 7th February 2019. Which translates to 9 days prior to the meeting. Q4: Agenda of	OPEX	Achieved	n/a	n/a	Dated proof of agenda distribution and date of the meeting

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							the meeting: 08 February 2018 Date of distribution: 02 February 2018 4. Agenda for the Infrastructure planning & Development Portfolio was distributed 8 days prior to the meeting: Date of Meeting 21/06/2018 Date of Distribution: 14/06/2018				Infrastructure planning and Development portfolio was distributed on the 13-June-2019 for the meeting scheduled for 20-June-2019. Translates to 7 days prior to the meeting					
BTO03			To practice sound financial management principles	Bid processing turn around time	Turnaround time for bid processing not more than specified timeframes (bids R200000+ to be finalised) from the closing date of the tender	Turnaround time	bids of R200000+ finalised within 90 days from the closing date of the tender	90 Days turnaround time for the bids R200000+ to be finalised from the closing date of the tender	none	90 Days turnaround time for the bids R200000+ to be finalised from the closing date of the tender	90 Days turnaround time for the bids R200000+ were finalised from the closing date of the tender as follows: 1. (62 days) Closing Date of the tender 06/07/2018 and appointment was on the 06/09/2018 2. (49 days) Closing date of the tender was on the 14/09/2018 and appointment of the service provider was on the 02/11/2018 3. (26 days)Closing date of the tender was on the 01/03/2019 and appointment of the service provider was on the 27/03/2019. 4. (48 days) Closing date of tender was on the 05/04/2019 and appointment of the service provider was on the 23/05/2019.	OPEX	Achieved	n/a	n/a	adverts, requisitions & appointment letters or orders

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
BTO04					Turnaround time for bid processing not more than specified timeframes (bids 30000 to R199999) from the closing date of the tender	Turnaround time	bids of 30000 to R199999 finalised within 14 days from the closing date of the tender	14 days turnaround time for bids 30000 to R199999 from the closing date of the tender	none	14 days turnaround time for bids 30000 to R199999 from the closing date of the tender	1. (5 days) closing date for tender was 03/08/2018 and order was issued 08/08/2018 2. (14 days) Closing date for tender was 26/10/2018 and order was issued on the 09/11/2018. 3. (3 days) Closing date for tender 25/02/2019 and order was issued on the 28/02/2019. 4. (6 days) Closing date for tender was 26/04/2019 and order was issued on the 02/05/2019		Achieved	n/a	n/a	
BTO05					Turnaround time for bid processing not more than specified timeframes (quotations less than R30000) from the closing date of the quotation	Turnaround time	quotations less than R30000 finalised within 6 days from the closing date of the quotation	6 days turnaround time for quotations less than R30000 from the closing date of the quotation	none	6 days turnaround time for quotations less than R30000 from the closing date of the quotation	1. (2 days) closing date of quotation 19/09/2018, order issued 21/09/2018 2. (1 days)Quotation closed on the 07/11/2018 and order was issued on the 08/11/2018. 3. (1 day)quotation closed on 21/02/2019 and order was issued on the 22/02/2019. 4. (1 day) Quotation closed date:21 May 2019 Order date: 22/05/2019.		Achieved	n/a	n/a	requisitions & orders
BTO06			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Updating and approval of the indigent register	Date by which indigent register is updated and approved	Date	Indigent register was updated and approved by Council on the 07/06/2018	Update and approve Indigent register by 30-Jun-19	none	Update and approve Indigent register by 30-Jun-19	Indigent register was updated and approved on the 6th June 2019.	OPEX	Achieved	n/a	n/a	Updated indigent register

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
IPD03			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Construction of new gravel roads-2,2km	Percentage of gravel roads constructed by 31-Mar-19	Percentage	Harold Nxasana road achieved 100% completion on the 15th June 2018. Butateni road achieved 100% completion on the 14th February 2018 Mkhwanazi road achieved 100% completion on the 15th February 2018 Mncadi road achieved 100% completion on the 15th January 2018	100% of new Gravel roads to be constructed (Shelembe road 1km), Nxele road 1,2km	none	100% of new Gravel roads to be constructed (Shelembe road 1km), Nxele road 1,2km) 2,2Km by 31-Mar -19	The average percentage achieved is at 86%, Shelembe at 71% and Nxele Access road is 100% was completed on the 6th March 2019	R 1 867 117.45	**Not Achieved**	The delays were experienced on (Shelembe Access road) due to the Eskom transformer and poles that need to be relocated by Eskom which is tampering with the road This delay has been 4months.	After several communications with Eskom, the poles that has been blocking the portion of the road which is 200m to complete were removed. the contractor will be back on site on the 15th July 2019 to complete the outstanding.	appointment letter ,signed consultant's progress reports,detailed calculations and completion certificates
IPD03.1			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Construction of new gravel roads-4km	Percentage of gravel roads constructed by 30-Jun-19	Percentage	new indicator	40% of new Gravel road to be constructed-Esivandeni road (4km) by 30-Jun-19	none	40% of new Gravel road to be constructed-Esivandeni road (4km) by 30-Jun-19	The progress on site is at 42% complete	R 1 811 693.04	Achieved	n/a	The Contractor appointed had both human and plant capacity which made them more efficient in performance, whilst staying within the budget	Appointment letter signed Progress Report and detailed calculations
IPD04			To ensure provision, upgrading and maintenance of infrastructure and services that	Municipal Infrastructure Grants	Date by which 2019/2020 Business Plans on MIS system are recommended	Date	The Municipality received the notification of registration for MIG Business Plans approval for 2018/2019 financial year on the 2nd May 2018	Recommendation for 2019/2020 Business Plan on MIS system by 31-Mar-19	none	Recommendation for 2019/2020 Business Plan on MIS system by 31-Mar-19	The business plans were resubmitted on the 14 January 2019 on the MIS system	CAPEX	Achieved	n/a	n/a	System generation Business Plans and Workflow history

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			enhances socio-economic developme nt													
IPD05			To ensure provision, upgrading and maintenan ce of infrastruct ure and services that enhances socio-economic developme nt	Municipal Infrastruct ure Grants	Date by which 2019/2020 FY projects are advertised	Date	new indicator	Signing of requisition for 2019/2020 projects for advertisement by 30-Apr-19	none	Signing of requisition for 2019/2020 projects for advertisement by 30-Apr-19	The requisitions for the 2019/2020 fy were signed on the 2nd May 2019.Design reports were not completed	OPEX	Not Achieved	Delays were experienced through the MIG approval for funding where projects were approved on 24 April 2019 and the designs were made final to cater the approved indirect and direct funding yielding to the requisition being signed on the 2nd May for the supply chain process	It is anticipate d that this target will be achieved in the beginning of the next quarter.	Final design report & Signed Requisition
IPD06			To ensure provision, upgrading and maintenan ce of infrastruct ure and services that enhances socio-economic developme nt	Constructi on of community halls	Percentage of constructed community hall (Amazabeko) by 30-Jun-19	Percentage	Construction of Kintail hall was at 100% by 8 May 2018	100% completion of a community hall constructed (Amazabeko) by 30-Apr-19	none	100% completion of a community hall constructed (Amazabeko) by 30-Jun-19	Progress on site is at 75% complete	R 1 771 826.33	Not Achieved	Slow progress on site was caused by the Contractors cashflow problem yielding to non performance	Several Meetings were conducted to pave the way forward, the contractor was also issued the letters of slow progress , penalties and also we assisted the service provider by paying within 15 days in order to accelerate progress	Completio n Certificate, signed consultant's progress report and detailed calculation s
IPD06 .1			To ensure provision,	Constructi on of	Percentage of constructed	Percentage	new indicator	80% completion of a community	none	80% completion of a community	Progress on site is at 55% complete	R 2 365 214.51	Not Achieved	Slow progress on	Its is anticipate	Signed consultant's

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			upgrading and maintenance of infrastructure and services that enhances socio-economic development	community halls	community hall (Nkweletsheni) by 30-Jun-19			hall constructed (Nkweletsheni) by 30-Jun-19		hall constructed (Nkweletsheni) by 30-Jun-19				site was caused by the Contractors cashflow problem yielding to non performance.	d that the contractor will complete on the 31st July 2019	progress report and detailed calculations
IPD07			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Expansion of Municipal Building	Percentage of Expansion of Municipal Builings by 30-Jun-19	Percentage	The project is at 15% completion by 30-Jun-18	50% completion of Expansion of Municipal buidling by 30-Jun-19	none	50% completion of Expansion of Municipal buidling by 30-Jun-19	Progress on site is at 7% complete	R3 806 566.84	**Not Achieved**	Initial delays were experienced on the non-performance of the engineer which led to the termination of the Engineers contract on the 2nd October 2018, and the new Consultant was been appointed on the 23rd October 2018. Also we experience delays in terms of the non-performance of the contractor	Several meetings and also correspondence were sent to the contractor regarding the slow progress of work where on the 27 May 2019 he was issued with the notice to terminate letter. From issuing the letter that is where improvement was noticed in the human resources, material and the production of work. It must be noted that this is a multiyear project and completion is expected	Signed consultant's progress report and detailed calculations

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
															in before June 2020	
IPD08			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Construction of black top roads-0.8km	Percentage of constructed roads completed by 30-Jun-19	Percentage	new indicator	100% completion of Lower Valley view road(0.8km) constructed by 30-Jun-19	none	100% completion of Lower Valley view road(0.8km) constructed by 30-Jun-19	Progress on site is at 47.2% complete	R 3 545 641.31	**Not Achieved**	Part of Lower Valley view((Brigadier Royston) has an environmental issue where that part was left out due to the environmental authorization	Change control was made in the dealing with the Business forum in blocking the briefing sessions held from 12-13 June 2018. Therefore a environmental authorization was not obtain on this portion of the road. It is anticipated that the project will be completed in the first quarter as the department has indicated that will receive the way forward by end August 2019	Signed requisition, Appointment letter, Signed consultant's progress report, detailed calculations and completion certificate
IPD08.1			To ensure provision, upgrading and maintenance of infrastruct	Construction of black top roads-1.5km	Percentage of constructed roads completed by 30-Jun-19	Percentage	new indicator	70% completion of Fairview roads (1,5km) constructed by 30-Jun-19	none	70% completion of Fairview roads (1,5km) constructed by 30-Jun-19	Progress on site is at 58% complete	R5 420 032.61	**Not Achieved**	Delays were experienced through the sewer spillage on the existing services and the	We have requested the engineer to redesign another option for	Signed requisition, Appointment letter, detailed calculations and

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			ure and services that enhances socio-economic developme nt											contractor for the road and sewer were working concurrently in the project. The contractor for sewer was not performing and is not on site therefore not resolving the spillage of the sewer pump station where Road 2 is blocked due to the unresolved issue of the spillage of the pump station.	resolving the matter within the period of four weeks and also detail the costing that may be required. Other section that has been affected by the sewer spillage has been resolved.	Signed consultant's progress report
IPD09			To ensure provision, upgrading and maintenan ce of infrastruct ure and services that enhances socio-economic developme nt	Constructi on of black top roads	Percentage of constructed roads completed by 30-Sept-18	Percentage	The project is at 65% complete	100% completion of Golf Course Road (0.75 km) constructed by 30-Jun-19	none	100% completion of Golf Course Road (0.75 km) constructed by 30-Jun-19	Progress on site is at 99.6% complete	R2 003 658	**Not Achieved**	Delays has been experience through the non performanc e of the contractor and the approval of the pipe jacking.	Pipe jacking was done due to be complete d in 15 July 2019 in order for the project to reach 100% complete and also several meetings were held with the service providers to ensure that the project reaches its completio n period	signed consultant's progress report, detailed calculation s and completion certificates

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
IPD10			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Upgrade of sports fields	Percentage of upgraded sport field completed by 30-Jun-19	Percentage	Jeffery Zungu Sportfield achieved 92.8% completion by the 30th June 2018	100% Completion of the upgrading of Pass4 Phungula sports field by 30-Jun-19	none	100% Completion of the upgrading of Pass4 Phungula sports field by 30-Jun-19	Progress on site is at 96.5% complete	R1 179 872.03	**Not Achieved**	The project was practically completed on the 28 June 2019 only snag list that require to be completed on the 12 July 2019 to conclude 100%	100% will be completed on the 12 July 2019.	Signed Consultant's Report, detailed calculations & Completion Certificate
IPD10.1			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development		Percentage of upgraded sports field by 30-Jun-19	Percentage	new indicator	60% Completion of upgrading of KwaDladla sports field by 30-Jun-19	none	60% Completion of upgrading of KwaDladla sports field by 30-Jun-19	Progress on site is at 9% complete	R500 000.00	**Not Achieved**	The budget allocated in this project was too small, we did an application for counter funding in the Municipal Infrastructure Grant , a support letter was not received from Department of sport and recreations as they have indicated that the proposed scope differs with their scope of works in terms of the sport fields	The contractor was appointed at the scope that will meet the municipal budget on the 23rd May 2019 and the SOD turning was on the 29th May 2019.	Signed requisition, Signed Consultant's Report, detailed calculations & Completion Certificate
IPD11			To ensure provision, upgrading and maintenance of infrastructure and services that enhances	Maintenance of blacktop roads	Square meters of blacktop roads maintained (potholes) by 30-Jun-19	Square meters	39.697KM of gravel roads maintained as per maintenance plan by 30-Jun-18	400m2 of blacktop roads maintained (potholes) by 30-Jun-19	none	400m2 of blacktop roads maintained (potholes) by 30-Jun-19	5 593.52m2 blacktop roads maintained by 30-Jun-19	OPEX	Achieved	n/a	An extra 5532m2 was done in areas such as Marry and Betty farm stone as per the maintenance plan	Signed report with dated photos before & after

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			socio-economic development												of the municipality	
IPD12			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Maintenance of community facilities	Number of community Facilities Maintained as directed by prescripts from Social Development Services by 30-Jun-19	Number	3 Community halls were maintained as per directive from Social development which were Nokweja hall,Nhlangwini Hall and Thathani. On top of the work requested the maintenance team has been doing repairs in the welfare house in Morningside which was vandalised.	1 community Facility Maintained as directed by prescripts from Social Development Services by 30-Jun- 19	none	1 Community Facility maintained as directed by prescripts from Social Development Services by 30-Jun-19	6 community facilities were maintained: Welfare House Fairview Hall, Peace Initiative Hall, Soweto hall, Highflats Hall and Testing grounds	OPEX	Achieved	n/a	5 more community facilities were maintained even though target was 1 utilising also the funds available in the vote of municipal facilities	Requisition, Signed report with dated photos before & after, memo from SD & Technical Assessment report
IPD13			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Maintenance of access roads	Kilometres of gravel roads maintained as per maintenance plan by 30-Jun-19	Kilometers	The total number of blacktop Roads maintained for all the quarters is 1712.55m2	65KM of gravel roads maintained as per maintenance plan by 30-Jun-19	none	65KM of gravel roads maintained as per maintenance plan by 30-Jun-19	13.98KM of gravel roads maintained by 30-Jun-19	OPEX	**Not Achieved**	Due to the regular breakage of the Municipal Grader the target set out was not achieved	Resolution was taken by the Council and Manco that the repairs of the Municipal Grader be put on hold until further investigation on the deviation that was tabled for repairs, that has also contributed to the non-achievement of the target set The tender was advertised for the maintenance of municipal fleet and the service	signed report & dated photos before and after and detailed calculations

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
															provider that responded does not maintenance plant therefore the re-advertisement will in done in Quarter 1 of the following year	
IPD14			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic developmnt	Monitoring of meetings with DoHS	Number of coordinated meetings on progress of housing projects by 30-Jun-19	Number	24 meetings on progress of Housing projects held on the 2-Aug-17, 11-Aug-17,7-Sept-17, 21-Sept-17, 06-Dec-17,11- Oct-17,03-Nov-17,07-Dec-17,21-Nov-17, 31-Oct-17,17-Nov-17, 28-Mar-18, 28-Mar-18, 25-Jan-18,18-Jan-18, 08-Feb-18, 30-Jan-18, 23-Feb-18, 17-Apr-18,15-May-18, 21-Jun-18,03-May-18, 06-Jun-18 and 22-Jun-18.	Monitor coordination of 4 meetings on progress of Housing project by 30-Jun-19	none	Monitor coordination of 4 meetings on progress of Housing projects by 30-Jun-19	27 meetings on progress of Housing projects were co-ordinated by 30-Jun-19	DOHS	Achieved	n/a	23 extra meetings were conducted due to the demand identified with our housing projects. the purpose was to check progress made regarding housing projects and mitigate if there are challenges on the projects.	Signed attendance register, minutes
IPD15			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic developmnt		Number of meetings coordinated on progress on 150 Units - Phase 1 Community Residential Units by 30-Jun-19	Number	4 meetings on the progress of 150 Units- Phase 1 were coordinated and held on the following dates: 12-Sept-2017, 26-Jan-2018, 08-Jun--18 and 20-Jun-2018	Monitor coordination of 4 meetings on progress on 150 Units - Phase 1 Community Residential Units by 30-Jun-19	none	Monitor coordination of 4 meetings on progress on 150 Units - Phase 1 Community Residential Units by 30-Jun-19	8 meetings on progress on 150 Units - Phase 1 Community Residential Units were held by 30-Jun-19.	DOHS	Achieved	n/a	4 extra meetings were conducted, where the purpose was to check progress made regarding the CRU housing projects and mitigate if there are	Signed attendance register, minutes

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL				challenges on the projects	
IPD16			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Monitoring the submission of the Housing sector plan	Date by which the Final Housing Sector plan is submitted to IDP unit	Date	The Final Housing Sector Plan was submitted IDP unit to form part of the Final IDP on 30-Apr-18.	monitor the submission of the final Housing sector plan to IDP unit by 10-May-19	none	monitor the submission of the final Housing sector plan to IDP unit by 10-May-19	The final Housing Sector plan was submitted on the 10th May 2019 to the IDP unit.	DOHS	Achieved	n/a	n/a	Proof of submission , Draft & Final Housing Sector plan
IPD17			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Processing of Building and alteration plans	Turnaround time for processing of building and alteration plans after receipt of payment fees	Turnaround time	Three Building plans were received during the 1st quarter. One was received on the 3rd July 2017 and approved on 28 July 2017. Second was received on 4th July 2017 and approved on the 28th July 2017. Third was received on the 20th September 2017 and still in progress of being approved. A total of 6 building plans were noted and accepted during the second Quarter. Only 4 can be processed through and 2 had outstanding payment fees. This were as follows; lot 49 (accepted 13/1017 & approved 26/10/17), Hlokozi house plan hasn't been processed due to the fact that the planning application is still being processed. Erf 183 accepted 20/10/17 and approved 14/11/17. Erf 1661 was recently accepted on the 7/12/17 and still being processed accordingly. Only three Building plans were received during the 3rd quarter. Two of them approved within the 30 day timeframe. The first one (Lot 259) was accepted on the 19/27/18 and approved on the 16/03/18. The second one (1692) was accepted on the 21/02/18 and is not yet approved . The last one (Rem 43) accepted was on the 07/02/18 and was approved on the 07/03/18. Only 5 Building plans were received during the 4th	Processing of building and alteration plans within 30 days after receipt of payment fees	none	Processing of building and alteration plans within 30 days after receipt of payment fees	Q1: The Building plan has not yet been approved because the building lines and dermacated parking bays were not reflected. They have since resubmitted on the 01/10/18 for further processing. The 30 day will be met accordingly. 2) Erf 1642 from the Morning-view area for a new building, the plans were accepted on the 09/07/18 - payment of building fees is not applicable because it is a Municipal Project. The building plan was processed accordingly got approved on the 16/07/18. 3) Erf 1669 from the Morning-view Area accepted on the 09/07/18 - payment of building fees is not applicable because it is a Municipal Project. Q2: 4 Building plans were received during the 2nd quarter; i.e 3 building plan all as part of the Morningview housing Project which were Erf 1673, Erf 1649 and Erf 1648 all were submitted on the 12/11/18 and approved on 10/12/18.	OPEX	Achieved	n/a	n/a	Register of received building plans with dates, acceptance letters

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							quarter; i.e 1) Portion 9 of Erf 14684 which was accepted on 11/05/18 and approved 18/06/18. 2) Erf 245 payment of building fees received on 11/05/18 – the building plan could not be processed further because town planning application which need to be done. ; 3) Sub 1 & 2 of 43 submitted on 05/06/18 - payment received on 05/06/18 and its still within the 30 day mark & currently being processed; 4) Portion 3 Upper Umkomaas submitted 21/05/18 – payment received on 11/06/18 and its still within the 30 day mark & currently being processed. 5) Lastly it is Portion 42 of Farm Esparanza submitted 11/05/18 and has not paid yet meaning the 30 day mark does not apply				The last one was a building plan for the Ithubalethu Housing project which was submitted on 03/12/18 and it still being processed. Payment of building fees is not applicable due to the fact that all of them are Municipal Projects. Q3: 1 building plan was received for Portion 6 of ERF 419 which was submitted on the 25th March 2019 which is still within the 30days period. Q4: Two plans were received and approved by the Municipality(Malanda payment received on the 6 June 2019 and approved on the 7 June 2019 and Gudlucingo Housing project as its municipal project no payment was received but the plan were received on the 7 June 2019 and approved on the 13th June 2019)					
IPD18			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Electrification projects	Percentage of electrification for Golf Course housing project completed by 30-Mar-19	Percentage	The project is at 33% completion by 30-Jun-18	100% completion of the electrification in Golf Course housing project by 30-Mar-19	none	100% completion of the electrification in Golf Course housing project by 30-Mar-19	The progress on site is at 86%	R 4 587 907.99	**Not Achieved**	Challenges were experienced on a joint visit to inspect the scope of works where it was identified that we need to amend the fibre glass kiosk as they experience vandalism of the infrastructure and the recommendation was to replace with steel kiosk..	The project could not be energised pending the replacement of steel kiosk as Eskom will proceed with the outage when replacement has been done, the contractor is currently having a lead time of 6 weeks for the supply of material. It is anticipated that the	Signed Consultants Progress reports, detailed calculations and Closure report

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
															project will be energised in October 2019.	
IPD19			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic developme nt		Percentage of electrified wards completed by 30-Jun-19	Percentage	96% completion on the electrification of wards 5 (Mkhunya) by 30-Jun-18	100% completion of the electrification of ward 1 (Webbstown) by 30-Jun-19	none	100% completion of the electrification of ward 1 (Webbstown) by 30-Jun-19	Progress on site is at 39%	R 1 113 625.05	**Not Achieved**	Delays were on Eskom approval of designs and grievance from the contractors Where the contractor was appointed on the 15 March 2019 to commence with the works	The contractors managed to fast track the project by ensuring that the material is delivered on site to cover the activities and ensuring the performance is increased. We managed to obtain the percentage as stated under actuals	Signed Consultants Progress report & Closure report
IPD19 .1			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic developme nt		Percentage of electrified wards completed by 30-Jun-19	Percentage	new indicator	40% completion of the electrification of ward 13 (Blackstore) by 30-Jun-19	none	40% completion of the electrification of ward 13 (Blackstore) by 30-Jun-19	Progress on site is at 40% complete	R 9 273 275.35	Achieved	n/a	n/a	Signed Consultants Progress report, detailed calculations & Closure report
SD07			To improve	Monitor maintenan	Number of Multi	Number	13 roadblock s were conducted, on the 27th of July 2017, 11th August	Monitor that 8 multi	none	Monitor that 8 multi	13 multi-disciplinary roadblocks were conducted on	OPEX	Achieved	n/a	5 more roadblocks conducted,	Dated photos

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			safety and security within the municipal environment	ce of law and order	Disciplinary roadblocks conducted by 30-Jun-19		2017, 24th August 2017, 31st August 2017, 1st September 2017,11th October 2017,30th October 2017, 25th October 2017, 13th December 2017, 27th February 2018, 29th March 2018, 30th May 2018 and on the 7th of June 2018.	disciplinary roadblocks are conducted by 30-Jun-19		disciplinary roadblocks are conducted by 30-Jun-19	the following dates: 4th of September 2018, 27th of September 2018, 31st of October 2018, 16th of November 2018, 7th of December 2018, 14th of December 2018,7th of January 2019, 21st of March 2019, 28th of April 2019, 1st of May 2019, 20th of May 2019, 26th of June 2019 and on the 27th June 2019.				which were more than the actual targets with an intention of saving lives within the jurisdiction area of Ubuhlebezwe. The impact was noticeable, there was minimum number of unroadworthy vehicles and drunk driving motorists coming to Ixopo town. This had a positive impact in the safety and security on the roads.	
IPD20			To improve the performance and functioning of the municipality	Submission of Infrastructure Planning & Development Portfolio items	Turnaround time for submission of Infrastructure Planning & Development Portfolio items to Corporate Services after receiving circular.	Turnaround time	1. Circular date: 10 August 2017, Submission of items: 14 August 2017. 2. Circular date: 23 October 2017 Submission of items: 1st November2017. 3. Circular date: 26th January 2018. Submission date: 1st February 2018. 4. Circular date: 29th March and 7th June 2018. Submission of items: 4th April 2018 and 7th June 13th June 2018 respectively.	Submission of Infrastructure Planning & Development Portfolio items to Corporate Services within 7 working days after receiving circular	none	Submission of Infrastructure Planning & Development Portfolio items to Corporate Services within 7 working days after receiving circular	1. Circular date: 13th August 2018, submission date:16th August 2018. 2. Circular date: 29th October 2018,submission date: 2nd November 2018. 3. Circular date: 29th January 2019, submission date: 1st February 2019. 4. Circular date: 25th March 2019, submission date: 2nd April 2019 for .Circular date: 5th June 2019, submission date: 12th June 2019.	OPEX	Achieved	n/a	n/a	Proof of submission & circular
SD08	COMMUNITY WORK PROGRAMME IMPLEMENTED	SOCIAL AND LOCAL ECONOMIC DEVELOPMENT	To improve sustainable economic growth and development	Submission of progress reports on small farmers programme	Number of progress report on small farmers programme submitted to the portfolio committee by 30-Jun-19	Number	4 Progress reports on small farmers programme were submitted to portfolio committee which was held on: 22nd of August 2017, 8th of November 2017, 7th of February 2018 and 11th of April 2018	Submit 4 progress report on small farmers programme to the portfolio committee by 30-Jun-19	none	Submit 4 progress reports on small farmers programme to the portfolio committee by 30-Jun-19	4 progress reports on small farmers programme was submitted to the SD portfolio committee that was hed on the 22nd August 2018, 7th November 2018, 6th February 2019 and 19th June 2019.	OPEX	Achieved	n/a	n/a	Signed portfolio minutes & signed attendance register
SD09			To improve sustainable economic	Renewal of informal traders licenses	Turnaround time for renewal of informal	Turnaround time	Renewal of informal traders licenses in Ixopo and Highflats within 30 days after the submission of renewal form was done as per the following:	Renewal of informal traders licenses in Ixopo and Highflats	none	Renewal of informal traders licenses in Ixopo and Highflats	Renewal of informal traders licenses in Ixopo and Highflats were processed within one day after the submission of renewal	OPEX	Achieved	n/a	n/a	Hawkers licenses and register with date

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			growth and development		traders licenses in Ixopo and Highflats		5th of December 2017 for Ixopo and by the 18th of December 2017 for Highflats. The licences were processed on the 19th, 21st, and 22nd of December 2017.	within 30 days after the submission of renewal form		within 30 days after the submission of renewal form	form. The following were the dates 03,04,05,06,07,10,11, 12,13, 14,19,20,21 December 2018.					
SD10			To improve sustainable economic growth and development	Monitor the sustainability of LED projects	Number of LED projects monitored by 30-Jun-19	Number	14 LED projects were implemented by 30 June 2018.	Monitor the sustainability of 20 LED projects by 30-Jun-19	none	Monitor the sustainability of 20 LED projects by 30-Jun-19	20 LED projects were monitored by 30 June 2019. (Siyethemba cooperative, Stoneville project, Movement cooperative, Mkhulisi supplier, Gijima cooperative, Mvoti cooperative, Hluthankungu Fashion design, Nhlavini cooperative, Qhawekazi Fashion design, Mwelase Block Making,Ward 4 community project, Scottville cooperative, Mhlandla investments, Mvethi project, Khuthala, skhuthaza khaba project,bambanani agriculture,Zamandla enterprise, siyasutha trading and Dynamo duck trading)	R1 109 275.20	Achieved	n/a	n/a	Signed report by manager LED and HOD and dated photos
SD11			To improve sustainable economic growth and development	Monitor Processing of business licenses	Turnaround time for submitting business license applications upon the receipt of applications to the office of the Municipal Manager for approval	turnaround time	1. 6 business licence applications were received this quarter. Ixopo was submitted to the office of the MM on the 13th of July 2017 and returned on the 14th of July 2017. Amble Inn BnB was submitted to the office of the MM on the 20th of July 2017 and returned on the 21st of July 2017. Benmore BnB was submitted to the office of the MM on the 20th of July 2017 and returned on the 21st of July 2017. Murray's Hillside Estate was submitted to the office of the MM on the 1st of September 2017 and returned on the 4th of September 2017. Ola Lifestyle was submitted to the office of the MM on the 7th of September 2017 and returned on the 8th of September 2017. Intengo Bottle Store was submitted to the office of the MM on the 11th of September 2017 and returned on the 13th of September 2017. 2. Informal Traders licences were received by the 5th of December 2017 for Ixopo and by the 18th of December 2017 for Highflats. The licences were processed on the 19th, 21st, and 22nd of December 2017.	Monitor the submission of business license applications within 3 days upon the receipt of applications to the office of the Municipal Manager for approval	none	Monitor the submission of business license applications within 3 days upon the receipt of applications to the office of the Municipal Manager for approval	1. Business licence applications submitted within 1 day upon the receipt of applications to the office of the municipal Manager for approval. Ixopo Tops received on the 09th of July 2018 and submitted on the 09th of July 2018, Tops Memori received on the 13th of July 2018 and submitted on the 13th of July 2018. 2. 3 business license applications were processed this quarter. Benmore Lodge was received and submitted on the 4th of October 2018. Amble Inn BnB was received and submitted on the 4th of October 2018.Imbali Tavern was received and submitted on the 29th of October 2018. 3. Business licence applications received on the 04 February 2019 and submitted on the 04 February 2019, received on the 08 February 2019 and submitted on the08 February 2019, received on the 11 February 2019 and submitted on the 11 February 2019, received on the 19	OPEX	Achieved	n/a	n/a	Business license register with date

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							3. Six business licences were received this quarter. Bhekiyeza Liquor store was received and submitted on the 16th of January 2018,Hluthangungu B&B was received and submitted on the 1st of February 2018, Shoprite Retail was received and submitted on the 7th of February 2018, Shoprite liquor store was received and submitted on the 7th of February 2018, Mabhadla tavern was received and submitted on the 15th of February 2018, Nemacron PTY (Ltd) was received and submitted on the 5th of March 2018. 4. 4 business licences were received this quarter, Thuthukani bottle store was received and submitted on the 16th of May 2018, Nemacron pty ltd was received and submitted on the 30th of May 2018, Imbali yesizwe was received and submitted on the 27th of June 2018, Imbali tavern was received and submitted on the 27th of June 2018.				February 2019 and submitted on the 19 February 2019,received on the 25 February 2019 and submitted 25 February 2019,received 28 February 2019 and submitted on the 28 February 2019, received on the 25 March 2019 and submitted on the 28 March 2019. 4. Two Business licence applications received . Ntango Bottle Store on the 09th of May 2019 and submitted on the 09th of May 2019 , Highflats and Ixopo Association received on the 18th of June 2019 and submitted on the 18th of June 2019 which was one day turnaround time.					
SD12			To improve sustainable economic growth and development	Monitor the functionality of LED forum	Number of LED Forum meetings held by 30-Jun-19	Number	2 LED Forum meetings were held on the 7th of December 2017 and 15th of June 2018.	2 LED Forum meetings held by 30-Jun-19	none	2 LED Forum meetings held by 30-Jun-19	2 LED Forum meetings were held on the 14th of December 2018 and 26th of June 2019	(LED FORUM)	Achieved	n/a	n/a	Signed Minutes and signed attendance registers
SD13			To improve sustainable economic growth and development	Monitor the creation of jobs through EPWP	Number of jobs created through EPWP by 30-Jun-19	Number	16 jobs were created through EPWP by 30-Jun-18	Monitor the creation of 15 jobs through EPWP by 30-Jun-19	none	Monitor the creation of 15 jobs through EPWP by 30-Jun-19	49 Jobs created though EPWP by 30 June 2019	OPEX	Achieved	n/a	The percentage of unemployment in South Africa has growth up to 29%. In this percentage mostly is youth. The employment of EPWP participants in community halls, waste and greening has assisted a number of	Signed Attendance register with names of the people and Signed report by Manager CS and HOD

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
															people since current statistics says one employed person feed seven members of household. This contribute to the 6 million national target. EPWP employees are paid from the EPWP grant.	
SD14			To improve sustainable economic growth and development	Coordination of CWP Rep Forum meetings	Number of CWP Rep Forum meetings coordinated by 30-Jun-19	Number	7 CWP Rep Forum meetings were held by 30-Jun-18. 26 July 2017, 21 September 2017, 21 November 2017, 26 February 2018,26 March 2018,14 May 2018 and on the 28th of May 2018.	Coordinate 6 CWP Rep Forum meetings by 30-Jun-19	none	Coordinate 6 CWP Rep Forum meetings by 30-Jun-19	6 CWP Rep Forum meetings were coordinated on the 23rd July 2018, 27th August 2018,6th December 2019,24 January 2019, 26th March 2019 and 30th May 2019.	OPEX	Achieved	2 Meetings were co-ordinated, however did not sit due to the unavailability of an implementing agent (Icembe Foundation)	The matter was reported to Cogta and it was decided that Icembe Foundation will be suspended.	Proof of Invitations and signed attendance registers
SD15			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor the implementation of Youth Programme	Date by which one youth programme emanating from the adopted Youth Development Strategy is implemented	Date	One Youth Programme emanating from youth development strategy was implemented. 14 selected youth candidates were trained on Construction Roadworks at Inchanga TVET College, training started on the 16th of January 2018. This addresses capacity development as emanated on the youth development strategy	Monitor implementation of one Youth Programme emanating from the adopted Youth Development Strategy by 30-Jun-19	none	Monitor implementation of one Youth Programme emanating from the adopted Youth Development Strategy by 30-Jun-19	Two Youth Programme emanating from the adopted Youth Development Strategy National Certificate Building and Civil Construction NQF Level 3 started in March 2018 and ended in December 2018. National Certificate: Supervision of Construction Processes NQF Level 4 was implemented during the month of September 2018.	R 260 352.60 (YOUTH PROGRAMMES)	Achieved	n/a	n/a	Signed report by manager community services and HOD
SD16			To promote culture of learning and enhance social developme	Awarding of external bursaries	Date by which the recommendations for External bursaries are sent to the	Date	Recommendations for External bursaries sent to the Office of the 26th of February 2018.	Recommendations for External bursaries sent to the Office of the MM by 20- Feb-19	none	Recommendations for External bursaries sent to the Office of the MM by 20- Feb-19	Recommendations for External bursaries sent to the Office of the MM on the 21st of February 2019.	R266 310.00 (BURSARIES-YOUTH)	Achieved	n/a	n/a	Proof of submission to the Office of the MM and report signed by

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			nt (illiteracy, skills, talent, education)		Office of the MM											the panel and HOD
SD17			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor back to school campaign	Date by which Back to school campaign is conducted	Date	Back to school campaign was held on the 23rd of January 2018	Monitor Back to school campaign to be conducted by 31-Jan-19	none	Monitor Back to school campaign to be conducted by 31-Jan-19	Back to school campaign conduct on the 16th of January 2019	OPEX	Achieved	n/a	n/a	Signed attendance register and report signed by manager community services and HOD
CORP 17			To improve the performance and functioning of the municipality	Distribution of agendas	Turnaround time for distributing agenda to the members of Social Development portfolio before the meeting	turnaround time	1. Agenda for the meeting of the 22/08/17 distributed on the 16/08/17 which translates to 7 days. 2. Date of Meeting: 08/11/2017 Date of Distribution: 02/11/2017 which translates to 6 days. 3. Date of the meeting: 07 February 2018 Date of distribution: 02 February 2018 which translates to 5 days. 4. Date of Meeting: 12 June 2018 Date of Distribution: 05 June 2018 which translates to 6 days.	Distribute the agenda of the SD Portfolio committee meeting 5 days prior to meeting	none	Distribute the agenda of the SD Portfolio committee meeting 5 days prior to meeting	1. Agenda for the meeting of the SD Portfolio meeting was distributed 10 days prior to the meeting. Date of the meeting : 10/08/18 Date of Distribution: 01/08/18. 2. Agenda for SD Portfolio Committee distributed on the 2nd November 2018 for a meeting scheduled for the 7th November 2018. 3. Agenda distributed on the 28th of January 2019 for the meeting scheduled for 6th February 2019. Which translates to 9 days prior to the meeting. 4. Agenda for the SD Portfolio was distributed on 11 of June 2019 for the meeting schedules 19 of June 2019. Translates to 8 days prior to the meeting	OPEX	Achieved	n/a	n/a	Dated proof of agenda distribution and date of the meeting
CORP 18			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Train unemployed youth	Number of trained unemployed youth in plumbing by 30-Jun-19	Number	22 unemployed youth were trained in bricklaying and plastering on 07 – 18 May 2018	Train 28 unemployed youth in plumbing by 30-Jun-19	none	Train 28 unemployed youth in plumbing by 30-Jun-19	28 unemployed youth were trained in plumbing from the 1st of April 2019 until the 31st of April 2019.	R 712 720.00 (TRAININGS)	Achieved	n/a	n/a	Signed Attendance registers & dated photos

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
IPD21			To ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development	Job creation through maintenance programme	Number of jobs created through EPWP - maintenance projects by 30-Jun-19	Number	A total number of 59 jobs were created through EPWP maintenance projects by 30-Jun-18.	60 Jobs created through EPWP maintenance projects by 30-Jun-19	none	60 Jobs created through EPWP maintenance projects by 30-Jun-19	60 Jobs were created through EPWP maintenance projects by 30-Jun-19	CAPEX	Achieved	n/a	n/a	Signed Attendance register & time sheets
SD18			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor Library services awareness campaign	Number of Library services awareness campaign conducted by 30-Jun-19	Number	8 Library services awareness campaign were conducted as follows: 23rd of August 2017, 25-27th of October 2017, 23rd of January 2018.Thathani High School on the 29th of January 2018, Luswazi High School on the 7th of February 2018 Lusibalukhulu High School on the on the 8th of February 2018, 20th-23rd of March at Kings Harvest Academy in Hluthankungu, and 29th of May 2018 at Nhlangwini (Ndwebu).	Monitor 4 Library services awareness campaign conducted by 30-Jun-19	none	Monitor 4 Library services awareness campaigns conducted by 30-Jun-19	7 library awareness campaigns were held on the 24th of August 2018, 31st of August 2018, 6th to 9th of November 2018, 12th of February 2019, 30th of April 2019, 2nd of May 2019 and 27th of May 2019.	OPEX	Achieved	n/a	To remain relevant, libraries need to market their services to meet the target needs. The key reasons for outreach is to increase awareness of library programs and services, collaborate with community leaders and organizations to determine service needs, and develop partnerships. Participating in community outreach is a way for the library to connect with residents across our jurisdiction. From school visits to educational events,	Signed report by community services manager and HOD and dated pictures

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
															library staff actively shares information about the many resources the library has to offer the community The funds from the library services vote were used for the campaigns .	
SD18. 1			To promote culture of learning and enhance social developme nt (illiteracy, skills, talent, education)	Coordinati on of career exhibition	Date by which career exhibition is coordinated	Date	new indicator	Coordination of career exhibition by 31-Dec-18	none	Coordination of career exhibition by 31-Dec-18	Career exhibition was coordinated and held on Friday, the 24th of August 2018 at Peace Initiative Hall.	OPEX	Achieved	n/a	n/a	Signed report by community services manager and HOD and dated pictures
OMM 09			To improve sustainable economic growth and developme nt	Holding of social portfolio committee meetings	Number of social portfolio committee meetings set by 30-Jun-19	Number	4 social portfolio committee meetings held as per approved schedule by 30-Jun-18. 22 August 2017, 8 November 2017, 7 February 2018 and 11 April 2018.	Holding of 4 social portfolio committee meetings by 30-Jun-19	none	Holding of 4 social portfolio committee meetings by 30-Jun-19	4 Social portfolio committee meetings were held on the 22nd August 2018, 7th November 2018, 6th February 2019 and 10th April 2019.	OPEX	Achieved	n/a	n/a	Signed attendance register and a signed minutes
OMM 10			To promote culture of learning and enhance social developme nt (illiteracy, skills, talent, education)	Conductin g of HIV and sexual assault campaigns	Date by which HIV and sexual assault campaign is conducted	Date	6 HIV support groups involved in food security projects were supported with the resources on the 14th June 2018	Conduct HIV and sexual assault campaign by31-Mar-19	none	Conduct HIV and sexual assault campaign by 31-Mar-19	HIV and sexual assault campaign was conducted on the 7th March 2019	R146 219.23	Achieved	n/a	n/a	Report,Dat ed Photos and attendance registers
OMM 11			To promote culture of	Conductio n of health and fitness	Date by which health and fitness	Date	new indicator	Conduct health and fitness campaign for	none	Conduct health and fitness campaign for	The health and fitness campaign for PLWHIV was held on the 31 October 2018.		Achieved	n/a	n/a	Report,Dat ed Photos and

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			learning and enhance social development (illiteracy, skills, talent, education)	campaigns for PLWHIV	campaign for PLWHIV(People Living With HIV) is conducted			PLWHIV by 31-Dec-18		PLWHIV by 31-Dec-18						attendance registers
OMM 12			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Commemoration of world aids day and awarding of best performing support groups	Date by which the world aids day is commemmorated and best performing support groups are awarded	Date	Commemoration of World Aids Day and award ceremony for best performing ward aids committees and support groups took place on the 5th December 2017	Commemoration of World Aids Day and award ceremony for best performing support group by 31-Dec-18	none	Commemoration of World Aids Day and award ceremony for best performing support group by 31-Dec-18	Commemoration of World Aids Day and awards for the best performing support group was held on the 4th December 2018.		Achieved	n/a	n/a	Report,Dated Photos and attendance registers
OMM 13			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Commemoration of a national Men's Day	Date by which national Men's day is commemmorated	Date	National Men’s Day was commemorated on 31 July 2017	Commemoration of national Men's Day by 30-Sept-18	none	Commemoration of national Men's Day by 30-Sept-18	National Men’s day was commemorated on the 24th July 2018 at Bhobhobho hall	R 653 014.65	Achieved	n/a	n/a	Report,Dated Photos and attendance registers
OMM 14			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Commemoration of a national Women's Day	Date by which national Women's day is commemmorated	Date	National Womens Day was Commemorated on 24 August 2017	Commemoration national Women's day by 30-Sept-18	none	Commemoration national Women's day by 30-Sept-18	National Women’s day was commemorated on the 28th August 2018 at Highflats hall.		Achieved	n/a	n/a	Report,Dated Photos and attendance registers
OMM 15			To promote culture of learning	Coordination of teenage	Date by which teenage pregnancy	Date	new indicator	Coordination of teenage pregnancy	none	Coordination of teenage pregnancy	Teenage pregnancy campaign was coordinated and took place on the 28th May 2019 at Peace Hall		Achieved	n/a	n/a	Report,Dated Photos and

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			and enhance social development (illiteracy, skills, talent, education)	pregnancy campaigns	campaigns are coordinated			campaign by 30-Jun-19		campaign by 30-Jun-19						attendance registers
OMM 16			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor coordination of inter-generational relationship between mother and daughter	Number of campaigns on inter-generational relationship between mother and daughter coordinated	Number	new indicator	Monitor Coordination of 1 campaigns on inter-generational relationship between mother and daughter by 30-Jun-19	none	Monitor Coordination of 1 campaigns on inter-generational relationship between mother and daughter by 30-Jun-19	Campaign on intergenerational relationship between mother and daughter was coordinated on the 11th June 2019		Achieved	n/a	n/a	Report,Dated Photos and attendance registers
OMM 17			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor coordination of moral regeneration campaigns	Date by which Moral Regenation campaigns is coordinated	Date	new indicator	Monitor coordination of 1 moral regeneration campaigns by 31-Dec-18	none	Monitor coordination of 1 moral regeneration campaign by 31-Dec-18	1 Moral Regeneration Campaign was held on the 27th November 2018	OPEX	Achieved	n/a	n/a	Report,Dated Photos and attendance registers
OMM 18			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor coordination of women in business campaign	Date by which women in business campaign is coordinated	Date	new indicator	Monitor coordination of women in business campaign and showcasing by 30-Sept-18	none	Monitor coordination of women in business campaign and showcasing by 30-Sept-18	Women in business campaign and showcasing was held on the 26th September 2018.	OPEX	Achieved	n/a	n/a	Report,Dated Photos and attendance registers
SD19			To promote culture of learning and	Monitor coordination of child protection week	Date by which Child protection week	Date	1 child protection week awareness campaign was held on the 29th of May 2018 at Nhlangwini hall.	Monitor coordination of child protection week by 30-Jun-19	none	Monitor coordination of child protection week by 30-Jun-19	Child protection week was coordinated and held on the 27th of May 2019 at Bayempini Hall.	R108 412 (MORAL REGENERATION)	Achieved	n/a	n/a	Signed Attendance register and dated photos

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			enhance social development (illiteracy, skills, talent, education)		campaign is coordinated											
SD20			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor commemoration of a national disability day	Date by which National Disability Day for disabled people is commemorated	Date	Disability awareness campaign was held on the 22nd of November 2017 at Jolivet Hall ward 7.	Monitor commemoration of National Disability Day for disabled people by 31-Dec-18	none	Monitor commemoration of National Disability Day for disabled people by 31-Dec-18	National Disability Day was commemorated on the 28th of November 2018 at Morningside Stadium.		Achieved	n/a	n/a	Signed Attendance register and dated photos
SD21			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor coordination of the local golden games selection	Date by which Local Golden Games Selections for elderly people is coordinated	Date	Local Golden Games selections for elderly people were held on the 26th of July 2017.	Monitor the coordination of Local Golden Games Selections for elderly people by 30-Sep-18	none	Monitor the coordination of Local Golden Games Selections for elderly people by 30-Sep-18	Local Golden Games Selections for elderly people were coordinated on the 25th of July 2018 at Morningside Stadium.		Achieved	n/a	n/a	Signed Attendance register and dated photos
SD22			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor coordination of the world heritage day celebration and arts & culture programme	Date by which World Heritage Day Celebration and Art and Culture Programme is coordinated	Date	World heritage day celebration and art & culture coordinated on the,29th and 30th September 2017	Monitor coordination of World Heritage Day Celebration and Art and Culture Programme by 30-Sep-18	none	Monitor coordination of World Heritage Day Celebration and Art and Culture Programme by 30-Sep-18	World heritage day celebration and art & culture programme was coordinated on the 01st of September 2018 through a Tourism launch at Hluthangungu , 15th of September 2018 through an Alan Paton Steam Train race, on the 28th and 29th of September 2018 through performing Art competition.	R187 900	Achieved	n/a	n/a	Signed Attendance register and dated photos
SD23			To promote culture of learning and enhance	Monitor coordination of umkhosi womhlanga	Date by which participation of Ubuhlebezwe Maidens in Umkhosi	Date	Umkhosi Womhlanga was held on the 8th to the 10th of September 2017 and Ubuhlebezwe Maidens participated.	Monitor coordination of the participation of Ubuhlebezwe Maidens in Umkhosi	none	Monitor coordination of the participation of Ubuhlebezwe Maidens in Umkhosi	Coordination of the participation of Ubuhlebezwe Maidens in Umkhosi Womhlanga was done on the 7th to the 9th of September 2018 at Kwa-Nongoma		Achieved	n/a	n/a	Signed Attendance register and dated photos

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			social development (illiteracy, skills, talent, education)		Womhlanga is coordinated			Womhlanga by 30-Sep-18		Womhlanga by 30-Sep-18						
SD24			To promote culture of learning and enhance social development (illiteracy, skills, talent, education)	Monitor coordination of commemoration of the activist programme	Date by which 16 days of Activism (Fight against children and women abuse) is commemorated	Date	16 days of activism awareness campaign was held on the 25th of November 2017 at Morningside stadium ward 4.	Monitor coordination of commemoration of 16 days of Activism (Fight against children and women abuse) by 31-Dec-18	none	Monitor coordination of commemoration of 16 days of Activism (Fight against children and women abuse) by 31-Dec-18	Commemoration of 16 days of Activism (Fight against children and women abuse) was coordinated on the 30th of November 2018 at Highflats Hall.	R108 412 (MORAL REGENERATION)	Achieved	n/a	n/a	Signed Attendance register and dated photos
SD25			To improve sustainable economic growth and development	Creation of jobs through LED projects	Number of jobs created through LED projects	Number	108 jobs were created through LED projects by 30 June 2018.	Creation of 40 jobs through LED projects by 30-Jun-19	none	Creation of 40 jobs through LED projects by 30-Jun-19	51 jobs were created through LED funded projects by 30 June 2019.	OPEX	Achieved	n/a	Creation of 51 jobs through LED projects contributes to the alleviation and eradication of poverty. With the budget allocated to LED, the municipality was able to fund more projects and more employment opportunities were created.	Signed report by Manager LED and HOD with the names of the people
OMM 19	DEEPEN DEMOCRACY THROUGH A REFINED	GOOD GOVERNANCE AND PUBLIC PARTICIPATION	To improve performance and functioning of the municipality	Publishing of Section 57 employees performance agreements	Turnaround time for publishing of Section 57 employees performance agreements within 14 days after signing	Turnaround time	All Section 57 employees' performance agreements were signed on the 8th June 2017 and published on the newspaper on the 12th June 2017, which was within 14 days after signing	Publish Section 57 employees performance agreements within 14 days after signing	none	Publish Section 57 employees performance agreements within 14 days after signing	Section 57 employees performance agreements were signed on the 7th June 2018 and published on the 15th June 2018 which was within 14 days after signing	OPEX	Achieved	n/a	n/a	Public notice & signed performance agreements
OMM 20			To improve	Conducting	Number of performance	Number	6 performance reviews were conducted on: 14,15 August for line	4 performance reviews	none	4 performance reviews	6 performance reviews were	OPEX	Achieved	n/a	n/a	Signed attendance

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			performance and functioning of the municipality	performance reviews	reviews conducted by 31-Mar-19		managers and 18 August 2017 for HODs.15th March 2018 for HODs and 19,20,21 March 2018 for Line Managers	conducted by 31-Mar-19		conducted by 31-Mar-19	conducted on the 27 & 28 August 2018 for Line Managers and on the 29th August 2018 for Section 54/56 Managers, 18th, 19th for Line Managers and 20th February 2019 for Section 54/56 Managers					register with signed minutes
OMM 21			To improve performance and functioning of the municipality	Preparation and submission of a mid-year performance report	Date by which Mid-year Performance Report is Prepared and submitted to the Mayor, & COGTA	Date	Mid-year performance report was prepared and submitted to the Mayor & Cogta on the 25th January 2018	Prepare and submit the Mid-year Performance Report to the Mayor & COGTA by 25-Jan-19	none	Prepare and submit the Mid-year Performance Report to the Mayor & COGTA by 25-Jan-19	Mid- year Performance Report was prepared and submitted to the Mayor on the 24th January 2019 & to COGTA on the 25th January 2019.	OPEX	Achieved	n/a	n/a	Council signed minutes; proof of submissions
OMM 22			To promote accountability to the citizens of Ubuhlebezwe	Commencement of the community consultation meetings	Number of community consultation meetings held for 2019/20 IDP by 30-Jun-19	Number	8 Community consultation meetings were held for 2018/19 IDP: Jolivet Hall 17 October 2017, Highflats Hall 18 October 2017, Peace Initiative Hall 19 October 2017 and Ratepayers on 19 October 2017. 17th April 2018 at Madungeni Hall, 18th April 2018 at Themba Mnguni Hall, 19th April 2018 at Hopewell Hall and Ratepayers 19th April 2018 at Soweto Hall	8 community consultation meetings held for 2019/20 IDP (6 Clustered & 2 Ratepayers) by 30-Jun-19	none	8 community consultation meetings held for 2019/20 IDP (6 Clustered & 2 Ratepayers) by 30-Jun-19	8 community consultation meetings were held for 2019/20 IDP: 16th October 2018 at Bhobhobho Hall, 17th October 2018 at KwaThathani Hall, 18th October 2018 at Chibini Hall and 1 Ratepayers at Soweto Hall on the 18th October 2018, 15th April 2019 at Jolivet Hall, 16th April 2019 at Ntapha Hall, 17th April 2019 at Webbstown Hall and 17th April 2019 Ratepayers meeting at Soweto Hall.	R228 400	Achieved	n/a	n/a	Signed attendance register
OMM 23			To improve performance and functioning of the municipality	Submission of the annual report with Annual Performance Report to AG	Date by which the 2017/18 Annual Report and Annual performance report will be submitted to AG	Date	2016/17 Annual report and annual performance report was submitted to AG on 31 August 2017	Submit 2017/18Annual Report and Annual performance report to AG by 31-Aug-18	none	Submit 2017/18 Annual Report and Annual performance report to AG by 31-Aug-18	2017/18 Annual Report and Annual Performance report were submitted to AG on the 31st August 2018	OPEX	Achieved	n/a	n/a	Proof of submission
OMM 24			To improve performance and functioning of the municipality	Submission of the draft annual report to Council	Date by which the 2017/18 Draft annual report will be submitted to council	Date	The Draft 2016/2017 annual report was submitted to council for approval on the 25th January 2018	Submission of the Draft 2017/18 annual report to council for approval by 31- Jan-19	none	Submission of the Draft 2017/18 annual report to council for approval by 31- Jan-19	The Draft 2017/18 annual report was submitted to council for approval on the 24th January 2019.	OPEX	Achieved	n/a	n/a	Council signed minutes and a signed attendance register
OMM 25			To improve performance and functioning of the municipality	Adoption of an oversight report	Date by which the 2017/18 oversight report is submitted to Council for adoption (MFMA	Date	2016/17 oversight report was submitted to Council for adoption (MFMA section 129(1) on the 22nd March 2018	Submit the 2017/18 oversight report to Council for adoption (MFMA section 129(1)) by 31-Mar-19	none	Submit the 2017/18 oversight report to Council for adoption (MFMA section 129(1)) by 31-Mar-19	2017/18 oversight report was submitted to Council for adoption (MFMA section 129(1) on the 28th March 2019.	OPEX	Achieved	n/a	n/a	Council signed minutes and attendance register

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
					section 129(1))											
OMM 26			To promote accountability to the citizens of Ubuhlebezwe	Publishing of the oversight report	Turnaround time for publishing of an oversight report after adoption	Turnaround time	2016/17 Oversight Report was adopted on the 22nd march 2018 and published on the 30th March 2018 which was within 14 days after the adoption	Publishing of 2017/18 Oversight report within 14 days after adoption	none	Publishing of 2017/18 Oversight report within 14 days after adoption	The Oversight report was adopted by Council on the 28th March 2019 and Published on the 04th April 2019. Within 14 days	OPEX	Achieved	n/a	n/a	public notice & council resolution
OMM 27			To improve the performance and functioning of the municipality	Submission of the oversight report to COGTA	Date by which an Oversight Report is submitted to COGTA	Date	2016/17 Oversight Report was submitted to COGTA on the 6th April 2016	Submission of 2017/18 Oversight Report to COGTA by 07-Apr-19	none	Submission of2017/18 Oversight Report to COGTA by 07-Apr-19	The Oversight report was submitted to COGTA on the 05th April 2019	OPEX	Achieved	n/a	n/a	Proof of submission
OMM 28			To improve the performance and functioning of the municipality	Development and approval of the risk based internal audit plan	Date by which a risk-based internal audit plan for 2018/19 is developed and approved	Date	Risk based Internal audit plan for 2017/18 was developed and submitted to APAC on 18 August 2017	Develop and approve risk-based Internal Audit plan for 2018/19 by 30-Sep-18	none	Develop and approve risk-based Internal Audit plan for 2018/19 by 30-Sep-18	Risk-based internal audit plan for 2018/19 was developed and approved on the 17th August 2018	OPEX	Achieved	n/a	n/a	Risk based internal audit plan and signed APAC minutes
OMM 29			To improve the performance and functioning of the municipality	Submission of internal audit reports to APAC	Number of internal audit reports submitted to the APAC by 30-Jun-19	Number	4 internal audit reports submitted to APAC by 30-Jun-18. 18 August 2017, 27 October 2017, 19th January 2018 and 20th April 2018	4 Internal Audit reports submitted to the APAC by 30-Jun-19	none	4 Internal Audit reports submitted to the APAC by 30-Jun-19	4 Internal Audit reports were submitted to the APAC on: 17th August 2018, 2nd November 2018, 1st February 2019, 17th May 2019.	OPEX	Achieved	n/a	n/a	Internal audit report, signed APAC minutes
OMM 30			To improve the performance and functioning of the municipality	Holding of audit committee meetings	Number of APAC meetings held by 30-Jun-19	Number	4 APAC meetings were held by 30-Jun-18. 18 Aug 2017, 27 October 2017, 19 January 2018 and 20 April 2018.	Holding of 4 APAC meetings by 30-Jun-19	none	Holding of 4 APAC meetings by 30-Jun-19	6 APAC meetings were held on: 17th August 2018, 2nd November 2018, 1st February 2019,15th February 2019, 17th May 2019 and 7th June 2019	OPEX	Achieved	n/a	n/a	APAC agenda; signed attendance register
OMM 31			To improve the performance and functioning of the	Holding of risk management committee meetings	Number of risk management committee meetings held by 30-Jun-19	Number	4 Risk management committee meetings were held on 21 September 2017, 28 November 2017, 22 March 2018 and 22 June 2018.	4 Risk Management committee meetings by 30-Jun-19	none	4 risk management committee meetings by 30-Jun-19	4 Risk Management committee meetings were held on the: 21st September 2018, 7th December 2018, 25th January 2019 and 3rd May 2019.	OPEX	Achieved	n/a	n/a	Signed minutes and signed attendance register

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			municipality													
OMM 32			To improve the performance and functioning of the municipality	Tabling of the IDP process plan	Date by which the 2019/20 IDP framework and process plan is submitted to council for approval	Date	2018/19 IDP framework and process plan submitted to council for approval on the 27 July 2017	Submit a 2019/20 IDP framework and process plan to council for approval by 31-Aug-18	none	submit a 2019/20 IDP framework and process plan to council for approval by 31-Aug-18	2019/20 IDP framework and process plan was submitted to Council for approval on the 26th July 2018	OPEX	Achieved	n/a	n/a	Council signed minutes and attendance register
OMM 33			To promote accountability to the citizens of Ubuhlebezwe	Publishing of 2019/20 draft annual budget and draft IDP	Turnaround time for publishing of 2019/20 draft annual budget and draft IDP for public comments before final adoption	Turnaround time	2018/19 draft annual budget and draft IDP was publicised for public comments 21 days before final adoption. Draft budget was Approved on 22 March 2018 and publicized on 29-30 March 2018. Draft IDP was approved on 22 March and publicized on 29-30 March 2018	Publish 2019/20 draft annual budget and draft IDP for public comments 21 days before final adoption	none	Publish 2019/20 draft annual budget and draft IDP for public comments 21 days before final adoption	2019/2020 draft annual budget and draft IDP was tabled to Council on the 28th March 2019. Draft IDP was published on the 4th April 2019 in Ilanga Newspaper, and the Draft Budget published on the 18th April 2019 on The Witness newspaper for public comments.	OPEX	Achieved	n/a	n/a	Council resolution and public notice
OMM 34			To promote accountability to the citizens of Ubuhlebezwe	Publishing the 2019/20 annual budget and IDP	Turnaround time for publishing of the final annual budget and IDP for 2019/20 after its adoption	Turnaround time	Final annual budget for 2018/19 was adopted on the 24th May 2018 and published on 5th June 2018 and 2018/19 IDP was made public on 28-30 May 2018 which was within 14 days of its adoption	final annual budget and IDP for 2019/20 made public within 14 days of its adoption	none	final annual budget and IDP for 2019/20 made public within 14 days of its adoption	Final Annual Budget and IDP for 2019/2020 was adopted on the 23rd May 2019. Final IDP was made public on the 27th May 2019 in Ilanga Newspaper and Final Budget made public on the 10th June 2019 in Ilanga Newspaper which was within 14 days of adoption.	OPEX	Achieved	n/a	n/a	Council resolution and public notice
OMM 35			To improve the performance and functioning of the municipality	Holding of a general staff meeting	Number of general staff meetings held by 31-Mar-19	Number	2 general staff meetings were held on 8 November 2017 and 15 February 2018	Holding of 2 general staff meetings by 31-Mar-19	none	Holding of 2 general staff meetings by 31-Mar-19	2 general staff meetings were held on the 10th December 2018 and 21st February 2019	OPEX	Achieved	n/a	n/a	Signed attendance registers
OMM 36			To improve the performance and functioning of the municipality	Development of an action plan addressing AG quiries	Date by which the Action Plan to address AG queries is developed	Date	Action Plan to address AG queries was developed on the 25th of January 2018	Develop Action Plan to address AG queries by 28-Feb-19	none	Develop Action Plan to address AG queries by 28-Feb-19	An Action Plan to address AG queries was developed on the 21st February 2019.	OPEX	Achieved	n/a	n/a	Action plan and signed council minutes
OMM 37			To improve the performance and	Reviewal and approval of fraud	Date by which the fraud prevention plan is	Date	The Fraud prevention plan has been reviewed, however not yet approved.	Review and approve fraud prevention plan by 30-Jun-19	none	Review and approve fraud prevention plan by 30-Jun-19	Fraud Prevention plan was reviewed however not submitted to Council for approval.	OPEX	**Not Achieved**	This target was not achieved due to the oversight	It will be submitted in the next	Fraud prevention plan and Council resolution

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			functioning of the municipality	prevention plan	reviewed and approved									from the Internal Audit Unit.	Council meeting	
OMM 38			To improve the performance and functioning of the municipality	Finalising of Service Delivery Charter	Date by which Service Delivery Charter is finalised and submitted to Council for approval	Date	new indicator	Finalise Service Deleivery Charter and submit to Council for approval by 31-Dec-18	none	Finalise Service Delivery Charter and submit to Council for approval by 31-Dec-18	The Service Delivery Charter was finalised and submitted to council for approval on the 13th December 2018.	R7 391	Achieved	n/a	n/a	Draft and Final Service Delivery Charter and Council Resolution
OMM 39			To improve the performance and functioning of the municipality	Conducting of Batho Pele campaign	Date by which Batho Pele campaign to staff is conducted	Date	new indicator	Conducting of Batho Pele campaign to staff by 31-Dec-18	none	Conducting Batho Pele campaign to staff by 31-Dec-18	Batho Pele workshop was conducted to staff on the 10th December 2018.		Achieved	n/a	n/a	Dated photos and attendence register
SD26			To promote accountability to the citizens of Ubuhlebezwe	Coordination of centralised ward committee	Number of centralised ward committee meetings coordinated by 30-Jun-19	Number	2 centralised ward committees meetings were held on the 6th of December 2017 and 6th of June 2018	Coordinate a sitting of 4 centralised ward committees meetings by 30-Jun-19	none	Coordinate a sitting of 4 centralised ward committees meetings by 30-Jun-19	4 centralised ward committee meetings were coordinated and held on the 5th September 2018, 5th December 2018, 6th March 2019 and 5th June 2019	OPEX	Achieved	n/a	n/a	Signed Attendance register and minutes
SD27			To promote accountability to the citizens of Ubuhlebezwe	Submission of OSS progress report to Social Developmet portfolio	Number of OSS progress reports submitted to Social Development Portfolio committee by 30-Jun-19	Number	4 OSS progress reports submitted to SD portfolio committee on 22 August 2017, 8th of November 2017, 7th of February 2018 and 6th of June 2018	Submission of 4 progress reports of OSS to Social Development portfolio by 30-Jun -19	none	Submission of 4 progress reports on OSS to Social Development portfolio committee by 30- Jun-19	4 progress reports on OSS were submitted to SD portfolio committee that was held on the 22nd of August 2018, 7th of November 2018, 6th of February 2019 and 19th of June 2019	OPEX	Achieved	n/a	n/a	Signed minutes and Progress report
SD28			To promote accountability to the citizens of Ubuhlebezwe	Co-ordination ward committee visits	Number of visits to ward committees meetings by Public Participation Officer co-ordinated by 30-Jun-19	Number	17 visits to ward committee meetings by Public Participation Officer by 30-Jun-18. 5th of July 2017 at Peace Initiative Hall (Ward 2), ward 1 on the 1st of November 2017.ward 2 on 6 November 2017, ward 3 on 7 November 2017, ward 4 on 8 November 2017, ward 5 on 9 November 2017, ward 6 on 10 november 2017, ward 7 on 14 November 2017, ward 8 on 14 November 2017,ward 9 on 14 November 2017,ward 10 on 13 November 2017, ward 11 on 15 November 2017, ward 12 on 15	Co-ordinate 4 Public Participation Officer visits to ward committee meetings by by 30-Jun-19	none	Co-ordinate 4 Public Participation Officer visits to ward committee meetings by 30-Jun-19	4 Public Participation Officer visits to ward committee meetings were coordinated and held on the 6th of August 2018 at ward 2, 12th of October 2018 at ward 13, 10th of February 2019 at ward 4 and 22nd of May 2019 at Ward 5	OPEX	Achieved	n/a	n/a	Signed Attendance register

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							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							November 2017 ward 13 on 13 November 2017, ward 14 on 13 November 2017, 2nd of February 2018 at Ward 14 and ward 12 ward on the 21st of May 2018.									
SD29			To promote accountability to the citizens of Ubuhlebezwe	Coordination of IDP roadshows	Number of IDP public participation meetings coordinated by 30-Apr-19	Number	8 IDP public participation meetings coordinated: 17th of October 2017 at Jolivet Hall, on the 18th of October 2017 at Highflats hall, on the 19th of October 2017 at Peace Initiative hall and ratepayers meeting at Soweto hall on the 19th of October 2017.17th April 2018 at Madungeni hall, 18th April 2018 at Themba Mnguni Hall, 19 April 2018 at Hopewell Hall and Soweto Hall (Ratepayers meeting) on the 19th April 2018.	8 IDP public participation meetings coordinated (6 clustered and 2 ratepayers)) by 30-Apr-19	none	8 IDP public participation meetings coordinated (6 clustered and 2 ratepayers) by 30-Apr-19	8 IDP public participation meetings coordinated (6 clustered on the 16th of October 2018 at Bhobhobho hall, on the 17th of October 2018 at Kwathathani hall and on the 18th of October 2018 at Chibini hall, 15th of April 2019 at Jolivet Hall, on the 16th of April 2019 at Ntapha Hall, on the 17th of April 2019 at Webbstown Hall and (2 ratepayers on the 18th of October 2018 at Soweto hall and 17th of April 2019 at Soweto Hall).	OPEX	Achieved	n/a	n/a	Signed attendance registers
SD 29.1			To promote accountability to the citizens of Ubuhlebezwe	Conduction Community satisfaction survey	Date by which community satisfaction survey is cconducted	Date	new indicator	Conduct community satisfaction survey by 30-Jun-19	none	Conduct community satisfaction survey by 30-Jun-19	Community satisfaction survey is in progress.	OPEX	**Not Achieved**	It was not completed by the targeted date due to lack of capita and the timeframe given was too short.	The anticipated date of final completion is 2019/2020 first quarter.	Signed report by HOD
IPD22 BTO07 CORP 19 SD30			To improve the performance and functioning of the municipality	Holding of departmental meetings	Number of departmental meetings held by 30-Jun-19	Number	Departmental meetings held by the 30-Jun-17: CORP= 13 meetings: 18 August 2017, 11 September 2017, 14 September 2017 and 26 September 2017, 13 November 2017, 20 November 2017, 22 February 2018 and 09 April 2018, 21 April 2018, 23 April 2018, 14 May 2018, 28 May 2018 and 25 June 2018 SD= 10 meetings: 27 November 2017, 4 December 2017, 15 January 2018, 05 March 2018, 15 March 2018, 16 March 2018, 29 March 2018, 23 April 2018, 25 June 2018 and 26 June 2018. BTO= 3 meetings: 21 December 2017, 22 February 2018 and 26 June 2018. IPD= 9 meetings: 4 August 2017, 31 August 2017, 12 September 2017, 16 November 2017 and 7 December 2017, 5 February 2018, 7	Holding of 4 departmental meetings by 30-Jun-19	none	Holding of 4 departmental meetings by 30-Jun-19	SD= 6 departmental meetings were held on the 6/08/18,15/08/18, 31/10/18,1203/19, 14/03/19,14/06/19. IPD= 8 departmental meetings were held as follows: 31/07/18,10/09/18,24/08/18,18/12/18, 21/01/19, 23/01/19,27/05/19, 30/05/19. CORP= 7 departmental meetings were held as follows:30/09/18, 23/07/18, 06/08/18, 06/09/18, 18/12/18,20/03/19,20/06/19 . BTO= 4 departmental meeting were held as follows: 19/09/2018,05/10/2018, 28/02/2019,07/05/2019.	OPEX	Achieved	n/a	n/a	Signed attendance register & signed minutes

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							March 2018, 4 June 2018 and 14 June 2018.									
IPD23 BTO08 CORP 20 SD31			To promote accountability to the citizens of Ubuhlebezwe	Attending IDP public participation meetings	Number of IDP public participation meetings attended 30-Apr-19	Number	SD: IDP public participation meetings were attended on the 17/04/18 at Emadungeni hall,18/04/18 at Themba Mnguni hall and ratepayers meeting on the 19/04/18 at Soweto hall. IPD: 18/10/17 at Highflats hall, on the 19/10/17 I delegated as I was attending the EPWP summit in Pietermaritzburg. 18/04/18 at Themba Mnguni Hall,19/04/18 at Soweto Hall. BTO: 19/10//2017,17/10/2017 18/10/2017. CORP: Jolivet Hall on 17/10/2017 and at Highflats Hall on 18/10/2017 1 ratepayers meeting at Soweto Hall on 19/10/2017 .1 Ratepayers meeting at Soweto Hall on 19/04/2018 1 Clustered meeting at Themba Mnguni Hall on the 18th of April 2018	4 IDP public participation meetings attended (2 Clustered and 2 Ratepayers) by 30-Apr-19	none	4 IDP public participation meetings attended (2 Clustered and 2 Ratepayers) by 30-Apr-19	IPD= 5 Public participation meetings attended. (3 Clustered: 17th April 2019 at Webstown Hall, 16th October 2018 at Ibhobhobho Hall , 17 October 2018 at KwaThathane Hall). (2 Ratepayers on the 17th April 2019 and 18 October 2018 at Soweto Hall). BTO= 5 IDP public participation meeting were attended. (3 Clustered: 16 October 2018 and 18 October 2018 (2 Ratepayers: 15 April 2019 and 17 April 2019). CORP= 6 Public meetings attended. (4 clustered: 17th October 2018,15th of April 2019 at Jolivet Hall, 16th April 2019 at Ntapha Hall,17th April 2019 at Webbstown Hall.(2 ratepayers: 18th October 2018 ,17th of April 2019 at Soweto Hall. SD= 7 Public meetings attended. (5 clustered:16th of October 2018 at Bhobhobho hall, 17th of October 2018 at Kwa Thathani hall, 15th of April 2019 at Jolivet Hall, on the 16th of April 2019 at Ntapha Hall, on the 17th of April 2019 at Webbstown Hall). (2 ratepayers on the 18th of October 2018 and 17th of April 2019 at Soweto hall.	OPEX	Achieved	n/a	n/a	Signed attendance register

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
IPD24 BTO09 CORP 21 SD32			To improve the performance and functioning of the municipality	Attending council committee meetings	Number of council committee meetings attended by 30-Jun-19	Number	1. IPD: Council 27/07/2017 07/09/2017, 16/11/2017, 14/12/2017, 25/01/18, 22/02/18, 24/05/2018, 07/06/2018 and 26/04/2018. Exco: 22/08/2017, 10/10/2017, 5/12/2017, 15/05/2018 Portfolio 25/08/2017, 9/11/17, 8/02/18, 12/04/18 and 21/06/18 . MANCO: 12/07/2018, 13/09/17,20/11/17, 13/02/18,14/03/18,28/03/18,25/04/18 and 20/06/18 BTO: Council 27/07/2017, 07/09/2017, 16/11/2017, 25/01/2018, 22/02/2018, 24/05/2018, 07/06/2018, 26/04/2018. Exco: 22/08/2017, 16/01//2018,13/03/2018, 15/05/2018. Portfolio: 10/08/2017,13/07/2017,12/09/2017, 11/01//201,09/02/2018, 14/03/2018,11/06/2018, 12/04//2018, 10/05/2018 .MANCO 12/07/2018, 13/09/17,20/11/17, 13/02/18,14/03/18,28/03/18,25/04/18 and 20/06/18. CORP: Council 27/07/2017,07/09/2017, 16/11/2017, 25/01/2018, 22/02/2018, 22/03/2018, 26/04/2018, 24/05/2018,7/06/2018. Exco: 22/08/201, 10/10/2017. Portfolio 23/08/17, 07/11/2017, 06/02/18, 10/04/2018 Extended Manco 28/03/18, 20/06/18 SD: Council 16/11/2017, 14/12/2017. Exco: 16/01//2018,13/03/2018. MANCO: 12/07/2018, 13/09/17,20/11/17, 13/02/18,14/03/18,28/03/18,25/04/18 and 20/06/18. Portfolio: 22/08/17, 8/11/17/17, 7/02/18,11/04/18 and 20/06/18	Attend 16 council committee meetings (4 MANCO, 4 Portfolio, 4 EXCO, 4 Council meetings by 30-Jun-19	none	Attend 16 council committee meetings (4 MANCO, 4 Portfolio, 4 EXCO, 4 Council meetings by 30-Jun-19	SD=(4 MANCO:15/08/18, 19/09/18,17/10/18,8/11/18. 5 Portfolio: 22/08/18,7/11/18, 6/02/19 ,10/04/19 and 19/06/19. 6 EXCO:17/07/18, 4/09/18, 27/11/18, 15/01/19, 12/03/19 and 14/05/19. 10 Council: 18/07/18, 26/07/18, 20/09/18, 07/11/18 & 13/12/18, 24/01/19, 21/02/19 , 28/03/19, 24/04/19 and 23/05/19.IPD= 6 Portfolio Committee 27/08/18, 06/11/18, 07/02/19,11/04/19, 14/05/19 and 13/07/2019. 5 EXCO: 17/07/18, 17/07/18 ,04/09/18, 15/01/19 and 12/03/19. 9 Council: 18/08/18,26/08/18,05/09/18, 20/09/18, 07/11/18,13/12/18,24/04/19,23/05/19 and 06/06/19. BTO= 10 MANCO: 18/07/2018, 19/09/2018, 15/08/2018,17/10/2018, 08/11/2018, 12/02/19 ,14/05/2019, 11/04/2019, 18/06/2019, 13/03/19, 9 Portfolio: 14/08/2018, 11/07/2018, 13/09/2018,12/12/2018, 11/10/2018, 7/02/19,11/04/2019, 14/05/2019, 13/07/2019. 7 EXCO 04/09/2018, 17/07/2018,27/11/2018,14/05/2019, 05/06/2019, 15/01/19,12/03/19. 9 Council: 05/09/2018, 26/07/2018, 18/07/2018,07/11/2018,24/01/19,08/02/19, 21/02/19, 23/05/2019 and 24/04/2019. CORP= 6 Exco : 27/11/18,17/07/18, 15/01/2019,14/05/19, 15/01/ 19 & 12/03/19, 9 Council 18/07/18,26/07/18,07/11/18, 13/12/18, 20/09/18, 05/09/18, 24/01/19, 21/02/19 & 28/03/19 3 Portfolios : 23/08/18,07/11/18,05/02/19,	OPEX	Achieved	n/a	There were additional meetings scheduled in the year and these were attended by Senior management where they made positive contributions.	Signed attendance register and signed minutes

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
											5 MANCO : 15/08/18, 19/09/18,17/10/18, 12/02/19,11/04/19.					
SD33			To improve the performance and functioning of the municipality	Submission of Social Development Portfolio items	Turnaround time for submission of Social Development Portfolio items to Corporate Services after receiving circular.	Turnaround time	Social Development Portfolio Items were submitted on the 11th of August 2017 after receiving the circular on the 8th of August 2017..Social Development Portfolio Committee items were submitted within 7 days after receiving the circular. The circular was received on the 23rd Of October 2017 and items were submitted on the 1st of November 2017.Social Development Portfolio Committee items were submitted within 7 working days after receiving the circular on the 25th of January 2018 and submitted on the 31st of January 2018.	Submission of Social Development Portfolio items to Corporate Services within 7 working days after receiving circular	none	Submission of Social Development Portfolio items to Corporate Services within 7 working days after receiving circular	1. Social Development Portfolio items were submitted to Corporate Services within 7 working days after receiving circular on the 31st of July 2018 and submitted on the 8th of August 2018. 2. Social Development Portfolio items were submitted to Corporate Services within 7 working days after receiving circular on the 29th of October 2018 and submitted on the 1st of November 2018. 3. Submission of Social Development Portfolio items to Corporate Services within 7 working days after receiving circular on the 21st of January 2019 and items were submitted on the 28th of January 2019. 4. Circular was received on the 5th of June 2019 and items were submitted on the 10th of June 2019.	OPEX	Achieved	n/a	n/a	Proof of submission and Circular
IPD25 BTO10 CORP22 SD34			To improve the performance and functioning of the municipality	attending of risk management committee meetings	Number of risk management committee meetings attended by 30-Jun-19	Number	4 risk management committee meetings attended by 30-Jun-18. CORP=21 September 2017.IPD=Delegate attended the Risk Management Committee on the 21 of September 2017 ; SD=1 risk management committee meeting was attended on 21 of September 2017 ; BTO=Risk committee meeting was held on the	Attend 4 risk management committee meetings by 30-Jun-19	none	Attend 4 risk management committee meetings by 30-Jun-19	4 risk management committee meetings were attended on the 21st of September 2018, 7th of December 2018, 25th of January 2019 and 3rd May 2019.(IPD, SD, CORP, BTO)	OPEX	Achieved	n/a	n/a	Signed minutes and signed attendance register

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							21 of September 2017 ; CORP; IPD; SD & BTO on the 28th November 2017 and 22/03/2018									
OMM 40 BTO1 1	IMPROVED MUNICIPAL FINANCIAL AND ADMINISTRATIVE CAPABILITY	FINANCIAL VIABILITY AND FINANCIAL MANAGEMENT	To practice sound financial management principles	Tabling of the 2019/2020 draft annual budget to Council for approval	Date by which the 2019/2020 Draft annual budget is tabled to council for approval	Date	2018/19 Draft annual budget was tabled to council on the 22 March 2018	Tabling of 2019/2020 Draft annual budget to council for approval by 31-Mar-19	none	Tabling of 2019/2020 Draft annual budget to council for approval by 31-Mar-19	2019/2020 Draft annual budget was tabled to Council for approval on the 28th March 2019	OPEX	Achieved	n/a	n/a	Signed council minutes and resolution
OMM 41 BTO1 2			To practice sound financial management principles	Submission of the 2019/2020 draft annual budget to PT & NT	Date by which the 2019/2020 Draft Annual Budget is submitted to PT & NT after approval by Council	Date	Draft Annual Budget and draft IDP for 2018/19 was submitted to PT on the 2018/03/23 and NT 2018/03/26	Submission of 2019/2020 Draft Annual Budget to PT & NT after approval by Council (03-Apr-19)	none	Submission of 2019/2020 Draft Annual Budget to PT & NT after approval by Council (03-Apr-19)	The 2019/2020 Draft Annual Budget was approved on the 28th March 2019 and submitted to PT & NT on the 01 April 2019.	OPEX	Achieved	n/a	n/a	Proof of submission
BTO1 3			To practice sound financial management principles	Tabling of section 71 reports to finance portfolio committee	Number of section 71 reports tabled to finance portfolio committee by 30-Jun-19	Number	12 Section 71 reports were submitted to finance portfolio committee on the following dates: 06/09/2017,04/10/2017, 04/08/2017, 12/10/2017, 14/11/2017,12/12/2017, 14/03/2018, 11/01/2018, 09/02/2018, 07/05/2018, 07/04/2018 and 06/07/2018	Tabling of 12 section 71 reports' to finance portfolio committee by 30-Jun-19	none	Tabling of 12 section 71 reports' to finance portfolio committee by 30-Jun-19	12 Section 71 reports were submitted to finance portfolio committee on the following dates: 11th July 2018,14th August 2018, 13th September 2018, 11th October 2018,13th November 2018, 12th December 2018, 10th January 2019, 14th February 2019, 14th March 2019, 11 April 2019, 14 May2019 and 07 June 2019	OPEX	Achieved	n/a	n/a	Signed portfolio minutes and section 71 reports
BTO1 4			To practice sound financial management principles	Submission of Debt management report to finance committee	Number of debt management reports submitted to finance portfolio committee by 30-Jun-19	Number	new indicator	Submission of 12 debt management reports to finance committee by 30-Jun-19	none	Submission of 12 debt management reports' to finance portfolio committee by 30-Jun-19	Debt management report was tabled to finance committee on the 11/07/2019, 14/08/2018, 13/09/2018, 12/12/2018, 13/11/2018, 11/10/2018, 10/01/2019, 14/02/2019 14/03/2019, 13/07/2019, 11/04/2019,14/05/2019	OPEX	Achieved	n/a	n/a	Signed portfolio minutes

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
BTO15			To practice sound financial management principles	Paying service providers within 30 days	Turnaround time for paying service providers	Turnaround time	First payment invoice date 28/08/2017 and payment made on the 12/09/2017 second payment invoice received on the 12/07/2017 and payment made on the 17/07/2017 third payment invoice date 03/08/2017 and payment made on the 23/08/2017, first invoice received on the 16/11//2017 and paid on the 16/11/2017 second invoice received on the 03/10//2017 and paid on the 31/10/2017 third invoice received on the 11/12//2017 and paid on the 27/12/2017, first invoice received on the 07/03//2018 and paid on the 26/03/2018 second invoice received on the 02/02/2018 and paid on the 08/02/2018 third invoice received on the 17/01/2018 and paid on the 26/01/2018	Payment of service providers within 30 days of invoices	none	Payment of service providers within 30 days of receiving invoices	First invoice received on the 03/09/2018 payment date 14/09/2018 Second invoice date 25/07/2018 payment date 31/07/2018 third invoice 17/08/2018 payment date 30/08/2018. Fourth invoice received on the 02/11/2018 payment date 28/11/2018 Fifth invoice date 05/09/2018 payment date 23/10/2018 Sixth invoice 30/11/2018 payment date 13/12/2018.Sevent Invoice received on the 26/01/2019 payment date 28/02/2019. Eighth invoice date 14/01/2019 payment date 28/01/2019. Nineth invoice 27/02/2019 payment date 08/03/2019. Tenth Invoice was received on the 28nd March 2019 and payment was made on the 18th April 2019. Eleventh Invoice was received on the 10 May 2019 and payment was made on the 29 May 2019. Twelveth Invoice was received on the 17 May 2019 and payment was made on the 05 June 2019	OPEX	Achieved	n/a	n/a	Invoices, proof of payments and creditors reconciliation statement
BTO16			To practice sound financial management principles	Reviewal of monthly reconciliations of assets	Number of asset management reconciliations, updated asset register and a list of all insured assets reviewed by 30-Jun-19	Number	Capital grant recon was approved on the 04/10/2017, 06/09/2017, 04/08/2017. And asset register 06/10/2017, 3 Capital grant recon was approved on the 06/11/2017, 05/12/2017, 04/12/2017. asset were insured on the 02/10/2017 18/10/2017, 3 Capital grant recons was approved on the 05/03/2018 05/02/2018 . asset were insured on the 18/01/2018 20/03/2018	Review 12 asset management reconciliations, updated asset register and a list of all insured assets by 30-Jun-19	none	Review 12 asset management reconciliations, updated asset register and a list of all insured assets by 30-Jun-19	1. Asset recons were signed on the 06/08/2018 11/09/2018 02/10/2018 asset were insured on the 08/08/2018 asset register was signed on the 03/10/2018. 2. 3 Asset recons reviewed and were signed on the 07/01/2019 21/11/2018 06/12//2018 asset were insured on the 15/11/2018, 30/11/2018, 02/10/2018 asset register was signed on the 07/01/2019. 3. 3 Asset recons reviewed and were signed on the 06/03/2019 05/02/2019 05/04/2019. 4. 3 Asset recons reviewed and were reviewed on the 05/07/2019 15/052019 07/05/2019	OPEX	Achieved	n/a	n/a	Updated assets register and a list of all insured assets and signed reconcilliations

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
BTO17			To practice sound financial management principles	Reviewal of newly barcoded assets	Date by which newly barcoded assets are reviewed	Date	A list of newly barcoded assets was reviewed on the 15/06/2018	Review a list of newly barcoded assets by 30-Jun-19	none	Review a list of newly barcoded assets by 30-Jun-19	The list of newly barcoded assets was reviewed on the 6th June 2019	OPEX	Achieved	n/a	n/a	Reviewed list of newly barcoded assets
BTO18			To practice sound financial management principles	Adoption of Budget and Treasury policies	Date by which the Budget and Treasury policies are adopted	Date	Budget and Treasury policies were adopted on the 24/05/2018	Adoption of Budget and Treasury policies by 30-Jun-19	none	Adoption of Budget and Treasury policies by 30-Jun-19	Budget and Treasury policies were adopted on the 23/05/2019	OPEX	Achieved	n/a	n/a	Council resolution
BTO19			To practice sound financial management principles	Reviewal and signing of Asset Verification plan	Date by which Asset Verification plan is reviewed and signed	Date	Asset Verification plan was reviewed and signed on the 31/05/2018	Reviewal and signing of Asset Verification plan by 30-Apr-19	none	Reviewal and signing of Asset Verification plan by 30-Apr-19	Asset Verification plan was reviewed and signed on the 10th January 2019	OPEX	Achieved	n/a	n/a	Signed asset verification plan
BTO20			To practice sound financial management principles	Reviewal and signing of Asset Verification report	Date by which Asset Verification report is reviewed and signed	Date	Asset Verification Report was reviewed and signed on the 29/06/2018	Reviewal and signing of Asset Verification Report by 31-May-19	none	Reviewal and signing of Asset Verification Report by 31-May-19	Asset Verification Report was reviewed and signed on the 19th May 2019	OPEX	Achieved	n/a	n/a	Signed asset verification report
BTO21			To practice sound financial management principles	Reviewal and approval of annual disposal report	Date by which annual disposal report is reviewed and approved	Date	Annual disposal report was submitted to Council on the 22-Jun-17	Review and approve annual disposal report by 30-Jun-19	none	Review and approve annual disposal report by 30-Jun-19	Annual disposal report was approved on the 15th May 2019	OPEX	Achieved	n/a	n/a	Annual disposal report
OMM42			To practice sound financial management principles	Adoption of the 2019/20 final annual budget	Date by which the 2019/20 final annual budget is adopted by Council	Date	2018/19 Annual budget adopted at a Council meeting held on the 24-May-18	2019/2020 final annual budget adopted by Council (31-May-19)	none	2019/20 final annual budget adopted by Council (31-May-19)	2019/2020 Final Budget was adopted by Council on the 23rd May 2019.	OPEX	Achieved	n/a	n/a	Council signed minutes and resolution
OMM43			To practice sound financial management principles	Submission of the final 2019/20 adopted annual budget to NT & PT	Turnaround time for submission of 2019/20 adopted Final Budget to NT & PT after Council adoption	Turnaround time	2018/19 final budget was submitted to NT & PT on the 7th June 2018.	2019/20 adopted Final Budget submitted to NT & PT within 10 days of council adoption	none	2019/20 adopted Final Budget submitted to NT & PT within 10 days of council adoption	2019/2020 Final Budget was adopted by Council on the 23rd May 2019 and submitted to NT & PT on the 05 June 2019 which was within 10 days of Council adoption	OPEX	Achieved	n/a	n/a	Proof of submission
OMM44			To practice sound financial management principles	Submission of section 71 reports to finance portfolio committee	Number of section 71 reports submitted to finance portfolio committee by 30-Jun-19	Number	12 Section 71 reports were submitted to finance portfolio committee on the 06/09/2017, 04/10/2017 04/08/2017, 12/10/2017, 14/11/2017, 12/12/2017, 11/01/2018, 9/02/2018,14/03/2018,	Submission of 12 section 71 reports' to finance portfolio committee by 30-Jun-19	none	Submission of 12 section 71 reports' to finance portfolio committee by 30-Jun-19	12 section 71 reports' submitted to finance portfolio committee on the following dates: 11/06/18,14/08/18, 13/09/18, 11/10/18,13/11/18, 12/12/18, 10/01/19, 14/02/19, 14/03/19, 11/04/19,	OPEX	Achieved	n/a	n/a	Signed portfolio minutes and section 71 reports

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							12/04/2018, 10/05/2018 and 11/06/2018				14/05/19 and 07/06/19					
OMM 45			To practice sound financial management principles	Submission of the 2019/2020 draft SDBIP and annual performance agreements to the Mayor	Turnaround time for submission of 2019/2020 draft SDBIP and annual performance agreements to Mayor after budget adoption	Turnaround time	Draft SDBIP was submitted to the Mayor on the 22nd March 2018	Submission of 2019/2020 draft SDBIP and annual performance agreements to Mayor within 14 days of budget adoption	none	Submission of 2019/2020 draft SDBIP and annual performance agreements to Mayor within 14 days of budget adoption	The draft 2019/2020 SDBIP and Annual performance agreements were submitted to the Mayor on the 23rd May 2019 which was within 14 days of Budget Adoption	OPEX	Achieved	n/a	n/a	Signed council minutes and resolution
OMM 46			To practice sound financial management principles	Submission of the 2019/2020 draft SDBIP to COGTA	Turnaround time for submission of Draft 2019/2020 SDBIP to COGTA after council approval	Turnaround time	2018/19 Draft SDBIP was approved on the 22nd march 2018 and submitted to COGTA on the 29th March 2018 within 10 days after council approval.	Submission of the Draft 2019/2020 SDBIP to COGTA within 10 days after council approval	none	Submission of the Draft 2019/2020 SDBIP to COGTA within 10 days after council approval	The 2019/2020 Draft SDBIP was approved and submitted to COGTA on the 29 March 2019 which was within 10 days after council approval.	OPEX	Achieved	n/a	n/a	Proof of submission
OMM 47			To practice sound financial management principles	Adoption of 2019/2020 SDBIP to Council	Turnaround time for submission of 2019/2020 SDBIP to Council for adoption after budget adoption	Turnaround time	SDBIP adopted by Council on 24 May 2018	Submit 2019/2020 SDBIP to Council for adoption within 28 days after budget adoption	none	Submit 2019/2020 SDBIP to Council for adoption within 28 days after budget adoption	2019/2020 SDBIP was submitted to Council for adoption on the 23rd May 2019 which was within 28 days after budget adoption	OPEX	Achieved	n/a	n/a	Signed council minutes & a signed attendance register
OMM 48			To practice sound financial management principles	Publication of adjusted 2018/19 SDBIP and IDP	Turnaround time for which the 2018/19 adjusted SDBIP and IDP is published after the approval of adjusted budget	Turnaround time	adjusted 2016/17 SDBIP and IDP was published on the 1st of March 2018 after approval that was on the 22nd of February 2018 which was within 10 days after approval of adjusted budget	Publication of adjusted 2018/19 SDBIP and IDP within 10 days after approval of adjusted budget	none	Publication of adjusted 2018/19 SDBIP and IDP within 10 days after approval of adjusted budget	Adjusted budget was approved on the 15/02/2019 and adjusted SDBIP & IDP were published on the 25th February 2019 on the Witness Newspaper, which was within 10 days after approval of the adjusted budget	OPEX	Achieved	n/a	n/a	Public notice and a council resolution
CORP 23			To improve performance and functioning of the municipality	Distribution of agendas	Turnaround time for distributing agenda to the members of Finance portfolio committee before the meeting	Turnaround time	Agenda of the 13/07/2017 distributed on the 11/07/17 which translates to 2 days prior. Agenda of the 10/08/2017 distributed on the 8/08/17 which translates to 2 days prior. Agenda of the 12/09/2017 distributed on the 8/09/17 which translates to 4 days prior. Agendas for 2 Finance Committee Meetings were submitted 4 days prior to the meetings.	Distribute the agenda of the Finance Portfolio committee meeting 2 days prior to meeting	none	Distribute the agenda of the Finance Portfolio committee meeting 2 days prior to meeting	1. Agendas for 2 Finance Committee Meetings were submitted 4 days prior to the meetings. Date of Meeting: 13/09/2018 Date of Distribution: 10/09/2018 Date of Meeting: 06/07/18 Date of Distribution : 02/07/18. 2. Agenda for Finance Portfolio Committee distributed on the	OPEX	Achieved	n/a	n/a	Dated proof of agenda distribution and date of the meeting

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							Date of Meeting: 14/11/2017 Date of Distribution: 10/11/2017 Date of Meeting: 12/12/2017 Date of Distribution: 08/12/2017 Agendas for the Finance Portfolio committee meeting were distributed 2 days prior to the meeting. Date of the meetings: 11/01/18,09/02/18,14/03/18 Date of distribution: 09/01/18, 08/02/18,12/03/18 Date of meeting: 12/04/18 Date of distribution: 10/04/18 Date of meeting: 10/05/18 Date of distribution: 08/05/18				9th Oct 2018 for a meeting scheduled for the11th Oct 2018. Translates to 2 days prior to the meeting. Agenda distributed on the 12th Nov 2018 for a meeting scheduled for the12th Nov 2018. Translates to 1 day prior to the meeting. 3. Agenda distributed on the 9th of January 2019 for the meeting scheduled for the 10th of January 2019. Translates to 1 day prior to the meeting. 11th February for a meeting on the 14th February 2019, translates to 3 days. 12th March for a meeting on the 14th March 2019, translates to 2 days prior, respectively. 4. Agenda for Finance Portfolio was distributed on the following dates: 10th April for a meeting on the 11th of April 2019, translate to 1 day prior to the meeting. 11th May for a meeting on the 14th May 2019, translates to 3 days. 11th June for a meeting on the 13th June 2019, translates to 2 days prior.				
BTO22			To practice sound financial management principles	Approval of capital commitments register	Date by which capital commitment register is approved	Date	Capital commitment register 2017/18 was approved on the 29th June 2018	Approve capital commitment register by 30-Jun-19	none	Approve capital commitment register by 30-Jun-19	Capital commitment register was approved on the 5th July 2019	OPEX	Achieved	n/a	n/a	Capital commitment register
BTO23			To practice sound financial management principles	Approval of operational and capital grants reconciliations	Number of approved operational and capital grants reconciliations by 30-Jun-19	Number	12 Capital grant approved on the 04/10/2017, 06/09/2017 04/08/2017, 04/12/2017, 06/11/2017, 08/01/2018, 06/03/2018, 05/02/2018, 10/04/2018, 09/05/2018, 04/062018, 06/07/2018	Approve 12 operational and capital grants reconciliations by 30-Jun-19	none	Approve 12 operational and capital grants reconciliations by 30-Jun-19	12 Capital grant approved on the 11/09/2018, 06/08/2018, 02/10/2018, 07/12/2018, 21/11/2018, 06/12/2018, 05/02/2019, 06/03/2019, 05/04/2019, 05/06//2019, 07/05/2019 and 05/04/2019	OPEX	Achieved	n/a	n/a	Monthly operational and capital grants reconciliations

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
BTO24			To practice sound financial management principles	Approval of retention registers	Number of approved retention registers by 30-Jun-19	Number	Retention register approved on the 04/10/2017 03/08/2017 04/09/2017, 3 Retention registers were approved on the 04/12/2017, 08/11/2017 & 08/01/2018, 3 Retention register was approved on the 06/02/2018, 10/04/2018, 08/01/2018 06/03/2018	Approve 12 retention registers by 30-Jun-19	none	Approve 12 retention registers by 30-Jun-19	12 Retention registers were approved on the 03/10/2018,11/09/2018, 03/08/2018, 06/12/2018, 06/11/2018, 17/01/2018, 05/02/2019, 06/03/2019, 03/04/2019, 06/06/2019, 07/05/2019, 03/04/2019	OPEX	Achieved	n/a	n/a	Monthly retention register
BTO25			To practice sound financial management principles	Review of conditional assessment report	Date by which 2018/19 conditional assessment report is reviewed	Date	2017/18 conditional assessment report was approved on the 29th June 2018	Review 2018/19 conditional assessment report by 30-Jun-19	none	Review 2018/19 conditional assessment report by 30-Jun-19	The 2018/19 conditional assessment report was reviewed on the 24th June 2019	OPEX	Achieved	n/a	n/a	Conditional assessment report
BTO26			To practice sound financial management principles	Adoption of the 2019/20 final annual budget	Date by which the 2019/20 final annual budget is adopted by Council	Date	2018/19 final annual budget was adopted by Council on 24-May-18	2019/20 final annual budget adopted by Council (31-May-19)	none	2019/20 final annual budget adopted by Council (31-May-19)	2019/20 final annual budget was adopted on the 23/05/2019	OPEX	Achieved	n/a	n/a	Council signed minutes and resolution
BTO27			To practice sound financial management principles	Submission of the final 2019/20 adopted annual budget to NT & PT	Turnaround time for submission of 2019/20 adopted Final Budget to NT & PT after Council adoption	Turnaround time	Final budget was submitted to PT & NT on the 07/06/2018	2019/20 adopted Final Budget submitted to NT & PT within 10 days of council adoption	none	2019/20 adopted Final Budget submitted to NT & PT within 10 days of council adoption	2019/20 Final Budget was adopted on the 23/05/2019 and submitted to NT & PT on the 05/06/2019 which was within 10 days of Council adoption	OPEX	Achieved	n/a	n/a	Proof of submission
BTO28			To practice sound financial management principles	Adoption of the 2018/19 adjustments budget	Date by which 2018/19 Adjustments budget is Adopted	Date	2017/18 Adjustments budget was adopted by Council on 22/02/2018	Adopt 2018/19 Adjustments budget by 28-Feb-19	none	Adopt 2018/19 Adjustments budget by 28-Feb-19	2018/19 Adjustments budget was adopted on the 15/02/2019	OPEX	Achieved	n/a	n/a	Council resolution
BTO29			To practice sound financial management principles	Submission of the 2018/19 adjustments budget to NT & PT	Turnaround time for submission of 2018/19 adjustments budget to NT & PT after the adoption	Turnaround time	Submission of Adjustments Budget for 2017/18 to NT & PT 28/02/2018 and NT 28/02/2018	Submission of Adjustments Budget for 2018/19 to NT & PT within 10 days after adoption	none	Submission of Adjustments Budget for 2018/19 to NT & PT within 10 days after adoption	Adjustments Budget for 2018/19 was submitted to NT on the 6th March 2019 & PT on the 5th March 2019.	OPEX	Achieved	n/a	n/a	Proof of submission
BTO30			To practice sound financial management principles	Submission of the AFS to AG	Date by which 2017/18 Annual financial statements (with annual report) is	Date	Annual Financial Statement was submitted to AG on the 31/08/2017	Submit 2017/18 Annual financial statements (with annual report) to AG by 31-Aug-18	none	Submit 2017/18 Annual financial statements (with annual report) to AG by 31-Aug-18	Annual Financial Statements(with annual report) was submitted to AG on the 31/08/2018	OPEX	Achieved	n/a	n/a	Proof of submission

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
					Submitted to AG											
BTO31			To practice sound financial management principles	Tabling of the 2018/19 Mid-Term budget	Date by which 2018/19 Mid-Term budget review is tabled to Council – section 72	Date	2017/18 Mid-Term budget was tabled to Council on the 25/01/2018	Tabling of 2018/19 Mid-Term budget review to Council– section 72 by 25-Jan-19	none	Tabling of 2018/19 Mid-Term budget review to Council– section 72 by 25-Jan-19	2018/19 Mid-Term budget review was tabled to Council on the 24/01/2019	OPEX	Achieved	n/a	n/a	Council resolution
BTO32			To practice sound financial management principles	Submission of the 2018/19 Mid-Term budget to NT & PT	Date by which 2018/19 Mid-Term budget review is Submitted to NT& PT	Date	2017/18 Mid-Term budget review was submitted to NT& PT on the 25th January 2018	Submission of the 2018/19 Mid-Term budget review to NT& PT by 25-Jan-19	none	Submission of the 2018/19 Mid-Term budget review to NT& PT by 25-Jan-19	2018/19 Mid-Term budget review was submitted to NT& PT on the 24/01/2019	OPEX	Achieved	n/a	n/a	Proof of submission
IPD26			To practice sound financial management principles	100% spending of MIG projects, small town rehabilitation projects, electrification projects and internal funded projects	Percentage of a municipality's CAPITAL BUDGET actually spent on CAPITAL PROJECTS identified in the IDP	Percentage	The overall Percentage of Municipal Capital Budget is at 66%, where 100% has been spent on MIG;100% has been spent on INEP grant; 46% has been spent on internal funding and 63% spent on small town rehabilitation.	Percentage of a municipality's CAPITAL BUDGET actually spent on CAPITAL PROJECTS identified in the IDP at 100% by 30-Jun-19	none	Percentage of a municipality's CAPITAL BUDGET actually spent on CAPITAL PROJECTS identified in the IDP at 100% by 30-Jun-19	Overall percentage is at 90% where 100% has been spent on MIG Grant , 100% has been spent on INEP Grant,72% has been spent on internal funding and 100 % has been spent on cogta	OPEX	Achieved	n/a	n/a	Signed expenditure report
BTO33			To practice sound financial management principles	Development and adoption of the annual procurement plan	Date by which Annual procurement plan is developed and adopted	Date	Procurement plan was adopted by council on the 24/05/2018	Develop and adopt an Annual procurement plan by 31-May-19	none	Develop and adopt an Annual procurement plan by 31-May-19	Annual procurement plan was developed and adopted on the 23/05/2019	OPEX	Achieved	n/a	n/a	Council resolution
BTO34			To practice sound financial management principles	Current debtors not above 40% of the total debtors	Percentage of current debt over total debt	Percentage	Current debtors are at 4.10% by 30-Jun-18	Current Debtors not above 40% of the total debtors by 30-Jun-19 (% of current debt over total debt)	none	Current Debtors not above 40% of the total debtors by 30-Jun-19 (% of current debt over total debt)	Current debtors are at 16.22%	OPEX	Achieved	n/a	The Municipality is employing strategies to ensure that our debtor remain at a low percentage, we are in constant communication with them	Summary Debtor age analysis report and calculations

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
															and we are using the services of a debt collector.	
BTO35			To practice sound financial management principles	Approval of Bank Reconciliations	Date by which Bank reconcialiations are approved	Date	new indicator	Approval of bank reconciliations by the 10th of each month	none	Approval of bank reconciliations by the 10th of each month	Bank reconciliations were approved on the 07/09/2018, 06/08/2018, 05/10/2018, 09/01/2019, 10/12/2019, 12/11/2019,08/02/2019 04/04/2019,04/05/2019, 05/06/2019, 05/07/2019	OPEX	Achieved	n/a	n/a	Bank reconciliations
BTO36			To practice sound financial management principles	Approval of Interim Annual Financial Statements	Date by which Interim Annual Financial Statements(AFS) are approved	Date	new indicator	Approval of the Interim AFS by 28-Feb-19	none	Approval of the Interim AFS by 28-Feb-19	Interim AFS were approved on 22/02/2019	OPEX	Achieved	n/a	n/a	Interim Annual Financial Statements
BTO37			To practice sound financial management principles	Approval of VAT Reconciliations	Date by which VAT Reconciliations are approved	Date	new indicator	Approval of 3 VAT Reconciliations by the 10th of each month	none	Approval of 3 VAT Reconciliations by the 10th of each month	12 VAT reconciliations were approved on the following dates: 13/09/2018, 10/08/2018, 08/10/2018, 12/102018, 09/11/2018, 09/01/2018, 08/02/2019,08/03/2019, 10/04/2019, 03/05/19, 05/06/19 and 05/07/19	OPEX	Achieved	n/a	we ensured that monies due to the municipality are collected from SARS due to VAT 201 submissions monthly, instead of 3 times as per the target..	VAT Reconciliations
BTO38			To practice sound financial management principles	Financial viability in terms of ratios	(Financial viability in terms of cost coverage ratio quarterly) Ratio: Available cash plus investments divided by monthly fixed operating expenditure	Ratio	Financial viability in terms of ratios is at 18.45:1 by 30-Jun-18	(Financial viability in terms of cost coverage at 7: 1 ratio quarterly) Ratio: Available cash plus investments divided by monthly fixed operating expenditure	none	(Financial viability in terms of cost coverage at 7: 1 ratio quarterly) Ratio: Available cash plus investments divided by monthly fixed operating expenditure	Financial viability in terms of cost coverage is at 8.72:1 by 30-Jun-19	OPEX	Achieved	n/a	n/a	Detailed Calculation
BTO39			To improve the	Submission of Finance	Turnaround time for submission of	Turnaround time	3 Finance items were submitted with Circular dates as follows: Circular date 31 July 2017,	Submission of Finance portfolio committee items	none	Submission of Finance portfolio committee items	Finance items were submitted to Finance portfolio committee as follows: Circular date 2/07/2018	OPEX	Achieved	n/a	n/a	Proof of submission

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			performance and functioning of the municipality	portfolio committee items	Finance portfolio committee items to Corporate Services after receiving circular.		submission 04/08/2017, Circular date was 27 September and submission was 04/10/2017, Circular received on 31 August 2017 and items submitted on 06/09/2017, Circular date is the 05/12/2017 and submission date is the 07/12/2017, circular date 07/11/2017 and submission date 07/11/2017. Circular date is the 02/10/2017 and submission date 03/10/2017, Circular date is the 04/01/2018and submission date is the 08/01/2018, circular date 26/01/2018 and submission date 06/02/2018. Circular date is the 05/03/2018 and submission date 05/03/2018	to Corporate Services within 7 working days after receiving circular		to Corporate Services within 7 working days after receiving circular	submission date 05/07/2018.Circular date 31/07/2018 submission date 07/08/2018. Circular date 03/09/2018 submission date 05/08/2018, Circular date 06/11/2018 submission date 06/11/2018. Circular date 01/10/2018 submission date 04/10/2018, Circular date 6th February 2019, submission date. Circular date 05/03/19,submission date 08/04/2019, Circular date 02/04/2019 submission date 03/04/2019, Circular date 04/07/2019 submission date 06/06/2019.					and circular
SD35			To invest in the development of the municipal area to enhance revenue	Monitor the increase of revenue through community safety services	Amount / Revenue collected through Community Safety Services	Amount / Revenue	R 3 597 571,53 revenue generated through community safety services by 30-Jun-18	Monitor revenue collection of R3 100 000 through Community Safety Services by 30-Jun-19	none	Monitor revenue collection of R3 100 000 through Community Safety Services by 30-Jun-19	Revenue of R4 518 912.77 was collected through community safety services by 30-Sep-17	OPEX	Achieved	n/a	n/a	E-Natis report
IPD27			To practice sound financial management principles	Compliance with the MFMA	Number of progress reports submitted to IPD Portfolio Committee by 30-Jun-19	Number	6 Progress reports submitted to Portfolio Committee on the 14th August 2017, 14th August 2017,1st November 2017, 8th February 2018, 12th April 2018 and 21st June 2018.	5 progress reports submitted to IPD Portfolio Committee by 30-Jun-19	none	5 progress reports submitted to IPD Portfolio Committee by 30-Jun-19	5 progress reports were submitted to IPD Portfolio Committee on the: 27th August 2018, 2nd November 2018, 1st February 2019, 15th April 2019 and 20 June 2019.	OPEX	Achieved	n/a	n/a	Signed portfolio minutes with signed attendance register
IPD28	DIFFERENTIATED APPROACH TO MUNICIPAL FINANCING, PLANNING AND	CROSS CUTTING INTERVENTIONS	To facilitate spatial development in the entire area of Ubuhlebezwe and at the same time achieve economic social and environmental sustainability	Reviewal and submission of annual Spatial Development Framework	Date by which Final Spatial Development Framework is reviewed and submitted to IDP unit	Date	The Final Spatial Development Framework was submitted accordingly to the IDP unit to form part of the Final IDP on 30-Apr-18. SDF was reviewed together with IDP on 24 May 2018.	Final review and submission of Spatial Development Framework to IDP unit by 10-May-19	none	Final review and submission of Spatial Development Framework to IDP unit by 10-May-19	The submission of the SDF to the office of IDP was on the May 10th 2019.	OPEX	Achieved	n/a	n/a	Proof of submission , Draft & Final SDF

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
IPD29			To facilitate spatial development in the entire area of Ubuhlebezwe and at the same time achieve economic social and environmental sustainability	Development of Strategic Environmental Assessment	Date by which the Strategic Environmental Assessment is developed and submitted to Council	Date	The Final Strategic Environmental Assessment was received from the Consultant on 18/06/18.	Development and Submission of final Strategic Environmental Assessment to Council by 30-Sept-18	none	Development and Submission of final Strategic Environmental Assessment to Council by 30-Sept-18	The Final Strategic Environmental Assessement Report (SEA) was developed and submitted to Council for approval on the 20th of September 2018.	OPEX	Achieved	n/a	n/a	Council resolution
IPD31			To facilitate spatial development in the entire area of Ubuhlebezwe and at the same time achieve economic social and environmental sustainability	Monitoring of Updated Data Sets for GIS	Date by which Data Sets for GIS is updated	Date	Data-sets were for Agricultural, Cadastral, Demographics, Disaster Management, Environmental, Infrastructure Projects, Social, Tourism and Traditional Areas, Were updated on the 14/06/18	Monitor the Updating of Data Sets for GIS by 30-Apr-19	none	Monitor the updating of data sets for GIS by 30-Apr-19	GIS datasets were updated on the 26th April 2019 and also featured in the mapping for final SDF submitted on the 3rd of May 2019.	OPEX	Achieved	n/a	n/a	Spread sheet of collected data and mapping of the collected sets
IPD32			To facilitate spatial development in the entire area of Ubuhlebezwe and at the same time achieve economic social and environmental	Monitor the submission of final ward profiles reflecting information for all wards within Ubuhlebezwe jurisdiction	Date by which the final ward profiles reflecting information for all wards within Ubuhlebezwe jurisdiction is submitted	Date	The Final Ward Profiles reports were submitted by the GIS office on the 30/05/18 and included the wards mapping.	Monitor the submission of final ward profiles reflecting information for all wards within Ubuhlebezwe jurisdiction by 30-May-19	none	Monitor the submission of final ward profiles reflecting information for all wards within Ubuhlebezwe jurisdiction by 30-May-19	final ward profiles reflecting information for all wards within Ubuhlebezwe jurisdiction has been completed on the 30 May 2019	OPEX	Achieved	n/a	n/a	Ward profile report on focus areas , draft ward profiles reports and final ward profiles report and applicable mapping

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			sustainability													
OMM 49			To improve performance and functioning of the municipality	Adoption of the 2019/20 IDP	Date by which the 2019/20 IDP is submitted to Council for adoption	Date	18/19 IDP adopted by Council on 24 May 2018	Submit 2019/20 IDP to Council for adoption by 31-May-19	none	Submit 2019/20 IDP to Council for adoption by 31-May-19	2019/2020 IDP was submitted to council for adoption on the 23rd May 2019	OPEX	Achieved	n/a	n/a	Council resolution
OMM 50			To improve performance and functioning of the municipality	Holding of IDP stakeholders meeting	Number of IDP Stakeholder meetings held by 30-Jun-19	Number	2 IDP Stakeholders meetings held on the 27 November 2017 and 12 April 2018	2 IDP Stakeholders meetings held by 30-Jun-19	none	2 IDP Stakeholders meetings held by 30-Jun-19	2 IDP Stakeholders meeting were held on the 14th November 2018 and 15th March 2019	OPEX	Achieved	n/a	n/a	Signed Attendance register
SD36			To improve safety and security within the municipal environment	Monitor fire safety awareness campaigns conducted	Number of fire safety awareness campaigns conducted by 30-Jun-19	Number	17 fire safety awareness campaign conducted by 30-Jun-18. 17th of August 2017 at Mpofini Primary School, 13th of December 2017 at Eskom Customer Service Hub, 15th of December 2017 at Highflats SAPS, 19th of December 2017 at Jolivet clinic, 13th of December 2017 at Eskom Customer Service Hub,15th of December 2017 at Highflats SAPS, 19th of December 2017 at Jolivet clinic, Mehlomane Primary school on the 19th of February 2018, Ludliki Primary school on the 19th of February 2018, Glenmaze Primary school on the 16th of February 2018,Ncakubana Primary school on the 13th of February 2018,Hlokozi High school on the 9th of March 2018, Carisbrooke community on the 22nd of March 2018, Nhlangwinimultipurpose centre on the 28th of Mach 2018, 11th of April 2018 at CTK gateway clinic, on the 23rd of April 2018 at Sonqobasimunye secondary school, on the 24th of April 2018 at DT Nursing school Ixopo seminary, on	Monitor 4 fire safety awareness campaigns conducted by 30- Jun-19	none	Monitor 4 fire safety awareness campaigns conducted by 30- Jun-19	28 fire safety awareness campaign were conducted on the 18th of July 2018 at Magidigidi primary, on the 30th of July 2018 at Inkosi Umdibaniso High school, on the 31st of July 2018 at Amazabeko High school, on the 8th of August 2018 at Highflats primary, on the 24th of August 2018 at Ubuhlebezwe Municipality, on the 27th of August 2018 at Sizanani crèche, on the 10th of September 2018 at Mantulela primary, on the 12th of September 2018 at Ixopo village, and on the 21st of September 2018 at Kwamashumi clinic, 10th of October 2018 at Endwebu cp school,on the 11th of October 2018 at Carisbrooke primary school, on the 19th of October 2018 at Vuleka pre-school, on the 29th of October 2018 at Mgodi Primary school, on the 30th of October 2018 at Ubuhlebezwe Municipality Social Development offices,	OPEX	Achieved	n/a	n/a	Letter signed by the head of the institution visited.

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							the 11th of May 2018 at Ubuhlebezwe traffic department, on the 15th of May 2018 at Dingizwe secondary school, on the 28th of June 2018 at Dabulamanzi hall.				10th of January 2019 at Ixopo Village, on the 23rd of January 2019 at Cekazi Primary, On the 12th of February 2019 at Nobengela Primary, on the 14th of February 2019 at Skeyi primary, on the 26th of February 2019 at Ixopo nursing institute, and on the 19th of March at Themba Mnguni hall, 8th of April 2019 at Snethemba Daycare, on the 11th of April 2019 at Luswazi Secondary, on the 7th of May 2019 at Lusiba Primary School, on the 10th of May 2019 at Highflats Primary, on the 14th of May 2019 at Nomandla Primary, on the 21st of May 2019 at Sizisizwe Secondary, on the 7th of June 2019 at Mntungwana clinic, and on the 17th of June 2019 at Dabulamanzi hall.					
SD37			To improve safety and security within the municipal environment	Monitor functionality of Disaster Management Advisory Forum	Number of Disaster Management Advisory Forum meetings held by 30-Jun-19	Number	4 Disaster Management Advisory Forum meeting was held on the 20th of September 2017, 30th of November 2017, 7th of March 2018 and 6th of June 2018.	Monitor 4 Disaster Management Advisory Forum meetings held by 30-Jun-19	none	Monitor 4 Disaster Management Advisory Forum meetings held by 30-Jun-19	4 Disaster Management Advisory Forum meetings were held on the 19th of September 2018,5th of December 2018, 6th of March 2019 and 12th of June 2019	OPEX	Achieved	n/a	n/a	Signed Attendance register and signed minutes
SD38			To improve safety and security within the municipal environment	Monitor implementation of scheduled firebreaks	Number of scheduled firebreaks at three areas conducted, i.e.little flower to incinerator, behind Mariathal two rooms & behind Ixopo high school by 30-Jun-19	Number	2 scheduled firebreaks conducted in 3 areas: little flower insenarator on the 14th of July 2017, behind Mariathal on the 12th of July 2017 and behind Ixopo High School on the 4th of July 2017, 11th of June 2018, behind Mariathal on the 14th of June 2018 & behind Ixopo high school on the 19th of June 2018.	Monitor 2 scheduled firebreaks conducted at three areas, i.e.little flower to insenarator, behind Mariathal two rooms & behind Ixopo high school by 30-Jun-19	none	Monitor 2 scheduled firebreaks conducted at three areas, i.e.little flower to insenarator, behind Mariathal two rooms & behind Ixopo high school by 30-Jun-19	2 scheduled firebreaks were conducted at three areas. On the 17th of July 2018 at little flower to insenarator, on the 5th of July 2018 behind Mariathal two rooms & on the 20th of July 2018 behind Ixopo high 45 Fire inspections conducted in buildings within Ubuhlebezwe (30 businesses, 15 public Institutions) were conducted from the 7th of July 2018 to the 20th of September 2018.behind Mariathal on the 27th of June 2019,behind Ixopo high school on the 24th of June 2019 and at Littleflower to insenarator on the 21st of June 2019.	OPEX	Achieved	n/a	n/a	Dated pictures
SD39			To improve	Monitor Fire	Number of Fire inspection	Number	180 Fire inspections conducted in buildings within Ubuhlebezwe (120	Monitor 180 Fire inspections	none	Monitor 180 Fire inspections	180 Fire inspections conducted in buildings within	OPEX	Achieved	n/a	n/a	Inspection reports

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			safety and security within the municipal environment	inspections conducted in buildings within Ubuhlebezwe	conducted in buildings within Ubuhlebezwe by 30-Jun-19		businesses & 60 public institutions) by 30-Jun-18. 1. from the 7th of July 2017 to the 21st of September 2017. 2. from the 14th of October to the 15th of December 2017. 3. from the 4th of January 2018 to the 23rd of March 2018.4. from the 3rd of April 2018 to the 17th of June 2018	conducted in buildings within Ubuhlebezwe (120 businesses & 60 public institutions) Fire inspection in buildings within Ubuhlebezwe by 30-Jun-19		conducted in buildings within Ubuhlebezwe (120 businesses & 60 public institutions) Fire inspection in buildings within Ubuhlebezwe by 30-Jun-19	Ubuhlebezwe (120 businesses & 60 public institutions) by 30-Jun-19. 1. rom the 7th of July 2018 to the 20th of September 2018. 2. from the 9th of October 2018 to the 14th of December 2018. 3.from the 10th of January 2019 to the 25th of March 2019. 4. from the 11th of April 2019 to the 25th of June 2019.					
SD40			To improve safety and security within the municipal environment	Monitor monthly inspections for fire hydrants	Number of inspections for fire hydrants conducted by 30-Jun-19	Number	12 inspections for 20 fire hydrants conducted by 30-Jun-18	Monitor 12 inspections for 20 fire hydrants conducted by 30-Jun-19	none	Monitor 12 inspections for 20 fire hydrants conducted by 30-Jun-19	12 inspections for 20 fire hydrants conducted by 30-Jun-19	OPEX	Achieved	n/a	n/a	Inspection reports
SD41			To facilitate spatial development in the entire era of Ubuhlebezwe and at the same time achieve economic and environmental sustainability.	Monitor the commemoration of Arbor Day	Number of trees planted within Ubuhlebezwe by 30-Sep-18	Number	Arbor Day commemoration by planting 10 trees was held on 28 and 29/9/2017 within Ubuhlebezwe	Monitor Arbor Day commemoration by planting 10 trees within Ubuhlebezwe by 30-Sep-18	none	Monitor Arbor Day commemoration by planting 10 trees within Ubuhlebezwe by 30-Sep-18	Arbor Day commemoration by planting 10 trees within Ubuhlebezwe was coordinated on the 7th and 8th of September 2018.	OPEX	Achieved	n/a	n/a	Dated Pictures
SD42			To facilitate spatial development in the entire era of Ubuhlebezwe and at the same time achieve economic and environmental	Geo referencing funded LED projects	Date by which all LED projects are submitted to Infrastructure, Planning and Development Department	Date	LED projects were submitted to Infrastructure, Planning and Development Department for reflection on municipal spatial plans on the 15th of June 2018.	Monitor submission of LED projects to Infrastructure, Planning and Development Department for reflection on municipal spatial plans by 30-Jun-19	none	Monitor submission of LED projects to Infrastructure, Planning and Development Department for reflection on municipal spatial plans by 30-Jun-19	Submission of LED projects to Infrastructure, Planning and Development was done on the 20th of May 2019.	OPEX	Achieved	n/a	n/a	Proof of submission to IPD Department.

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
			sustainability.													
IPD33; BTO40; SD43; CORP 24			To improve the performance and functioning of the municipality	Submission of the back to basics template to the office of the Municipal Manager	Turnaround time for submission of monthly back to basics template to Office of the Municipal Manager after receiving template	Turnaround time	OMM submitted on the 10th August 2017, 06 September 2017 and 06 October 2017. BTO: 06/10/2017,10/08/2017 and 08/09/2017 IPD: 10/08/2017,08/09//2017 and 6/10/2017; SD: 10/08/2017, 6/09/2017 and 06/10/2017. Back to basics Template for October was received on the 2nd November 2017 and information was submitted on the 7th November 2017, Template for November was received on 4th November 2017 and information was submitted on the 8th December 2017 Template for September was received 03 January 2018 and information was submitted on 08 January 2018 (OMM, IPD, BTO, SD). back to basics template for January was received on 7 February 2018 and submitted on 12 February 2018. February template was received on 5 March 2018, submitted on the 8th March 2018. March template was received on the 5th April 2018, submitted on 9th April 2018 (IPD,BTO,SD,CORP). The template for April was received on the 26th of April 2018 and submitted on the 4th of May, the template for May was received on 4th June 2018 and submitted 8th of June, the template for June was received on 2 July and submitted on 06th July 2018 (CORP, SD, IPD, BTO).	submit the required information at a monthly back to basics meeting within five working days after receiving the template from the office of the Municipal Manager	none	submit the required information at a monthly back to basics meeting within five working days after receiving the template from the office of the Municipal Manager	The required information was submitted at a monthly back to basics meeting within 5 working days after receiving the template from office of the Municipal Manager. July template was received on the 6th of August 2018 and submitted on the 10th of August 2018. August template was received on the 7th of September 2018 and submitted on the 11th of September 2018. September template was received on the 2nd of October 2018 and submitted on the 5th of October 2018.(IPD,BTO,SD,CORP). The required information was submitted at a monthly back to basics meeting within 5 working days after receiving the template from office of the Municipal Manager. October template was received on the 6th of November 2018 and submitted on the 9th of November 2018. November template was received on the 5th of December 2018 and submitted on the 7th of December 2018. December template was received on the 4th of January 2019 and submitted on the 8th of January 2018. (SD,CORP, IPD, BTO). The required information was submitted at a monthly back to basics meeting within 5 working days after receiving the template from the office of the Municipal Manager. January template was received on the 1st of February 2019 and submission was done on the 7th of February 2019, February template was received on the 7th of March 2019 and submission was done on the 12th of March 2019. March template was received on the	OPEX	Achieved	n/a	n/a	Proof of receipt of template, Proof of submission and signed attendance register

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
											2ndof April 2019 and submission was done on the 5th of April 2019. (IPD,BTO,SD,CORP). April template was received on the 29th of April 2019, the information was submitted on the 6th of May 2019. May template was received on the 3rd of June 2019 , the information was submitted on the 6th of June 2019. June template was received on the 2nd of July 2019, information was submitted on the 5th of July 2019.					
IPD34; BTO41; SD44; CORP25			To improve the performance and functioning of the municipality	Submission of the back to basics template to the the office of the Municipal Manager	Turnaround time for submission of quarterly back to basics template to the office of the Municipal Manager after receiving template	Turnaround time	1. OMM 12/10/2017; BTO12/10/2017; IPD 12/10/2017 ; SD 12/10/2017. 2. Template for Quarter 2 Back to Basics was received on the 3 January 2018 and information submitted on the 8th January 2018 (OMM, IPD, BTO, SD). 3. The template for the quarterly back to basics meeting was received on the 5th April 2018 and submitted on the 9th April 2018. (IPD,BTO,SD,CORP). 4. The template was received on the 2nd of July and back to basics information submitted on the 06th of July 2018 (CORP, SD,IPD, BTO).	submit the required information at a quarterly back to basics meeting within five working days after receiving the template from the office of the Municipal Manager	none	submit the required information at a quarterly back to basics meeting within five working days after receiving the template from the office of the Municipal Manager	The quarter 1 template was received on the 2nd of October 2018 and submitted on the 5th of October 2018.(IPD,BTO,SD,CORP). The quarter 2 template was received on the 4th of January 2019 and submitted on the 8th of January 2019. (SD,CORP, IPD, BTO). The quarter 3 template was received on the 2nd of April 2019 and submission was done on the 5th of April 2019. (IPD,BTO,SD,CORP,IPD). Quarter 4 Template was received on the 2nd of July 2019, information was submitted on the 5th of July 2019.	OPEX	Achieved	n/a	n/a	Proof of receipt of template, Proof of submission and signed attendance register
OMM 51			To improve the performance and functioning of the municipality	Submission of the back to basics to Cogta	Turnaround time for submission of monthly back to basics template to Cogta after receiving information from municipal departments	Turnaround time	July template was received on the 4th August 2017, submitted on 10 August 2017. August template received on 31 August 2017, submitted on 8 September 2017 September template was received on 2 October 2017 and submitted on 6 October 2017. October Date of Receipt: 02/11/2017 Date of Submission: 08/11/2017 November Date of Receipt: 04/12/2017 Date of Submission:	submission of monthly back to basics to COGTA within 5 working days after receiving informatio from Municipal Departments	none	submission of monthly back to basics to COGTA within 10 working days after receiving information from Municipal Departments	Back to Basics template for July was received on the 6th August 2018, submitted on the 10th August 2018. August template was received on the 6th September 2018, submitted on the 11th September 2018. September template was received on the 28th September 2018 and submitted on the 8th September 2018 Template for October was received on the 5th November 2018 and information was submitted on 9th November 2018	OPEX	Achieved	n/a	n/a	Proof of submission to COGTA and proof of receipt of template from COGTA

IDP / SDBIP NO.	OUTCOME 9	NATIONAL KEY PERFORMANCE AREAS	OBJECTIVES	STRATEGIES	INDICATORS	UNIT OF MEASURE	COMPARISON WITH PREVIOUS YEAR	CURRENT YEAR				ACTUAL BUDGET SPENT (YTD)	STATUS (ACHIEVED/ NOT ACHIEVED)	BLOCKAGE	CORRECTIVE MEASURE	PORTFOLIO OF EVIDENCE
							2017/2018 ACTUAL	DEMAND	BACKLOG	2018/2019 TARGET	2018/2019 ACTUAL					
							11/12/2017 December Date of Receipt: 11/01/2018 Date of Submission: 15/01/2018. Template for January was received on 7th February 2018 and information was submitted on the 12th February 2018 Template for February was received 2nd March 2018 and information was submitted on 12th March 2018. Template for March was received 5th April 2018 and information was submitted on 9th April 2018. Template for April was received on 26th April 2018 and information was submitted on the 8th May 2018. Template for May was received 4th June 2018 and information was submitted on 8th June 2018. Template for June was received 5th July 2018 and information was submitted on 13th July 2018.				Template for November was received on the 3rd December 2018 and information was submitted on the 12th December 2018. Template for December was received on the 8th January 2018 and information was submitted on the 10th January 2019. Template for January was received on the 31st January 2019 and information was submitted on 8th February 2019. Template for February was received on the 6th March 2019 and information was submitted on the 12th March 2019. Template for March was received on the 3rd April 2019 and information was submitted on the 9th April 2019 Template for April was received on the 26th April 2019 and information was submitted on 7th May 2019. Template for May was received on the 30th May 2019 and information was submitted on the 10th June 2019. Template for June was received on the 01 July 2019 and information was submitted on the 9th July 2019					
OMM 52			To improve the performance and functioning of the municipality	Submission of the back to basics to Cogta	Turnaround time for submission of quarterly back to basics template to Cogta after receiving information from municipal departments	Turnaround time	Quarter 1 template was received on the 9th October 2017 and submitted on the 12th October 2017. Quarter 2 Back to Basics template was received on the 29th December 2017 and Submitted on 11 January 2018 which was 7 days working days turnaround time. Template for Quarter 3 Back to Basics was received on the 10th April 2018 and information submitted on the 11th April 2018. Template for Quarter 4 Back to Basics was received on the 9th July 2018 and information submitted on the 16th July 2018.	Submission of the quarterly back to basics to Cogta within 5 working days after receiving information from Municipal Departments	none	Submission of the quarterly back to basics to Cogta within 12 working days after receiving information from Municipal Departments	Back to Basics template for Quarter 1 was received on the 3rd October and submitted on the 10th October 2018 which was within 12 working days. Template for Quarter 2 Back to Basics was received on the 10th January 2019 and information submitted on the 14th January 2019. Template for Quarter 3 Back to Basics was received on the 3rd April 2019 and information submitted on the 11th April 2019.Template for Quarter 4 Back to Basics was received on the 9th 2019 and information submitted on the 11th July 2019.	OPEX	Achieved	n/a	n/a	Proof of submission to COGTA and proof of receipt of template from COGTA

ASSESSMENT OF THE PERFORMANCE OF EXTERNAL SERVICE PROVIDERS

TABLE 2: ASSESSMENT RATING SCALE

Terminology	Description	Rating				
		1	2	3	4	5
Outstanding performance	Performance far exceeds the standards of the service provider at this level. The appraisal indicates that the service provider has achieved above fully effective results against all performance criteria and indicators as specified and maintained this in all areas of responsibility throughout the year.					**5**
Performance significantly above expectation	Performance is significantly higher than the standard expected in the job. The appraisal indicates that the service provider has fully achieved effective results against all significant performance criteria and indicators as specified.				**4**	
Fully effective	Performance fully meets the standards expected in all areas of the job. The appraisals indicate that the service provider has fully achieved effective results against all significant performance criteria and indicators as specified.			**3**		
Performance not fully satisfactory	Performance is below the standards required for the job key areas. Performance meets some of the standards expected for the job. The review/assessment indicates that the service provider has achieved below fully effective results against more than half the key performance criteria and indicators as specified.		**2**			
Unacceptable performance	Performance does not meet the standard expected for the job. The review/assessment indicates that the service provider has achieved below fully effective results against almost all of the performance criteria and indicators as specified in the PA and Performance up to the level expected in job despite management efforts to encourage improvement.	**1**				

TABLE 3: ASSESSMENT OF THE PERFORMANCE OF EXTERNAL SERVICE PROVIDERS

Name of the Service Provider	Type of Service provided	Duration of service	Assessment of service provided	Challenges	Corrective Measure	Comment	Portfolio of Evidence
SPARKS AND ELLIS (PTY) LTD	Supply And Delivery Of Fire And Traffic Uniform For 36 Months	3 years	4	None	None	None	Appointment letter/SLA
ETHOS TRANSPORT & ROAD SERVICES CC	Hire Of Water Tanker	2 Years	2	The truck provided is not in good condition and the operator is slow	User to communicate with the service provider to resolve the situation	None	Appointment letter/SLA
MAHLUBI TRANSPORT AND PLANT HIRE	Hire Of Lowbed	2 Years	3	The services provider has reported that they have under quoted	None	Awaiting a formal written letter based on the indicated challenge	Appointment letter/SLA
TRICIRCLE HARDWARE	Panel For Provision Of Building Material	3 Years	3	None	None	None	Appointment letter/SLA
BARGAIN UNIFORMS AND SPORTS	Supply And Delivery Of Protective Clothing For 36 Months (Re-Advert)	3 Years	4	None	None	None	Appointment letter/SLA
ALTECH NETSTAR	Supply And Installation Of The Tracker On Municipal Vehicle	3 Years	n/a	None	None	The contract is still on the inception stage, no rating can be done	Appointment letter/SLA

Name of the Service Provider	Type of Service provided	Duration of service	Assessment of service provided	Challenges	Corrective Measure	Comment	Portfolio of Evidence
GOODERSON LEISURE COOPERATION	Panel For Provision Of Accomodation Services	3 Years	4	None	None	None	Appointment letter/SLA
AHA HOTEL AND LODGES, SOUTHERN SUN HOTEL INTEREST	Panel For Provision Of Accomodation Services	3 Years	3	None	None	None	Appointment letter/SLA
CITY OF CHOICE TRAVEL AND TOURS	Travel Agent	3 Years	4	None	None	None	Appointment letter/SLA
CELL C SERVICE PROVIDER	Provision Of Cellular Phones And Data Packages	4 Years	5	None	None		Appointment letter/SLA
THE DOCUMENT WAREHOUSE (PTY) LTD	Packaging And Offsite Storage	3 Years	4	None	None	None	Appointment letter/SLA
MTN	Provision Of Internet Service Provider	2 Years	4	Lately there is problem with the network	None	The service provider is working on the issue	Appointment letter/SLA
NDLALA MASS VALUATION SERVICES	Compilation Of Valuation Roll	5 Years	3	None	None	None	Appointment letter/SLA
FIDELITY CACH SOLUTIONS	Provision Of Security Cash Intransit For Banking Services	1 Year	4	None	None	None	Appointment letter/SLA

Name of the Service Provider	Type of Service provided	Duration of service	Assessment of service provided	Challenges	Corrective Measure	Comment	Portfolio of Evidence
LATERAL UNISON INSURANCE BROKERS	Insurance Services For Municipal Assets	5 Years	4	None	None	None	Appointment letter/SLA
X-TEC PMB (XEROX)	Photocopying Machines	3 Years	3	Machines are always giving problems, Not responding on time.	The letter has been issued to the them to outlining the challenges	Not yet improved to meet our expectations	Appointment letter/SLA
HAHN COLLECTIONS (PTY) LTD	Debt Collection Services	3 Years	3	None	None	None	Appointment letter/SLA
SMART SECURE	Provision Of Security Services For Municipal Properties	3 Years	4	None	None	None	Appointment letter/SLA

2. CONCLUSION

The office of the Municipal Manager maintains a Portfolio of Evidence to support the achievements recorded in this Annual Performance Report, and Internal Audit has performed a verification of credibility of evidence for validity of the reported achievements.

Furthermore, in areas where performance was not achieved, we have provided reasons and remedial actions to ensure that performance is improved in the 2019/2020 financial year.

Lastly but not least, the municipality will always priorities Performance Management. The Monitoring and Evaluation unit is functional and entrusted with the coordination of all performance management activities i.e. from planning to reporting.

Municipal Manager

Mr. GM Sineke

CHAPTER 6 – AUDIT FINDINGS

AUDITOR-GENERAL FINDINGS AND ACTION PLAN FOR 2016/17

Report on the audit of the financial statements

Unqualifies Opinion

1. I have audited the financial statements of the Ubuhlebezwe Municipality set out on pages

   317 to 378 which comprise the statement of financial position as at 30 June 2017, and the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget and actual amounts for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.

2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Ubuhlebezwe Municipality as at 30 June 2017, and its financial performance and cash flows for the year then ended in accordance with the South African Standards of Generally Recognised Accounting Practice (SA Standards of

   GRAP) and the requirements of the Municipal Finance Management Act of South Africa,

   2003 (Act No. 56 of 2003) (MFMA) and the Division of Revenue Act of South Africa, 2016 (Act No.3 of 2016) (DoRA).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs).

   My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this report.

4. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *Code of ethics for professional accountants* (IESBA code) and the ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

5. I believe that the audit evidence Ihave obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter

6. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Material impairments

7. As disclosed in note 9 to the financial statements, material impairments of R17,64 million (2015-16: R15,72 million) were incurred as a result of an annual review of the recoverability of trade receivables from exchange transactions and non-exchange transactions.

Other matter

8. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited disclosure notes

9. In terms of section 125(2)(e) of the MFMA the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion thereon.

Responsibilities of the accounting officer for the financial statements

10. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the SA Standards of GRAP, the requirements of the MFMA and DoRA, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

11. In preparing the financial statements, the accounting officer is responsible for assessing the Ubuhlebezwe Municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the intention is to liquidate the municipality or cease operations, or there is no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

12. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or

error, and to issue an auditor's report that includes my opinion . Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken

on the basis of these financial statements.

13. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the audit of the annual performance report

Introduction and scope

14. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof I have a responsibility to report material findings on the reported performance information against predetermined objectives for selected objectives presented in the annual performance report. I performed procedures to identify findings, but not to gather evidence to express assurance .

15. My procedures address the reported performance information, which must be based on the approved performance planning documents of the municipality. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures also did not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.

16. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the objective- to ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development, presented on page 175- 197 in the annual performance report of the municipality for the year ended 30 June 2017.

17. I performed procedures to determine whether the reported performance information was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.

18. The material finding in respect of the usefulness and reliability of the selected objective is as follows:

    Objective- to ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development

    Performance indicators not well defined

    Various indicators

19. I was unable to obtain sufficient appropriate evidence that clearly defined the predetermined source information and evidence to be used when measuring the actual achievement for the following indicators, as required by the Framework for Managing Programme Performance Information (FMPPI).This was due to a lack of technical indicator descriptions and formal standard operating procedures. Iwas unable to test whether these indicators were well defined by alternative means.

- Percentage of gravel roads constructed by 31-Mar-17
- Percentage of constructed community hall (Phase 1 of Morningside hall- Soweto) by 30-Sept-16
- Percentage of constructed community hall (Madungeni Hall) by 30-June-17

- Percentage of constructed community hall (Kintail Hall) by 30-June-2017
- Percentage of constructed road completed by 30-Sept-16
- Percentage of upgraded sport field completed by 31-Mar-17
- Percentage completion of a bus rank construction by 30-Sept-16
- Percentage of electrified wards completed by 30-Sept-16
- Percentage of electrified wards completed by 30-Jun-17
- Percentage of electrified wards completed by 31-Dec-16,

Other matters

20. Idraw attention to the matters below.

Achievement of planned targets

21. The annual performance report on page 169 to 234 includes information on the achievement of planned targets for the year and explanations provided for the underachievement of a number of targets. This information should be considered in the context of the material findings on the usefulness and reliability of the reported performance information in paragraph 19 of this report.

Adjustment of material misstatements

22. I identified material misstatements in the annual performance report submitted for auditing.These material misstatements were on the reported performance information of the objective- to ensure provision, upgrading and maintenance of infrastructure and services that enhances socio-economic development. As management subsequently corrected only some of the misstatements, I raised material findings on the usefulness and reliability of the reported performance information. Those that were not corrected are reported above.

Report on the audit of compliance with legislation

Introduction and scope

23. In accordance with the PAA and the general notice issued in terms thereof I have a responsibility to report material findings on the compliance of the municipality with specific matters in key legislation. I performed procedures to identify findings, but not to gather evidence to express assurance.

24. The material findings on compliance with specific matters in key legislations are as follows :

Procurement and contract management

25. Bid documentation for procuring commodities designated for local content and production did not stipulate the minimum threshold for local production and content, as required by regulation 9(1) of the Preferential Procurement Regulations of South Africa, 2011 (PPR).

26. Some of the commodities designated for local content and production were procured from suppliers who did not meet the prescribed minimum threshold for local production and content, as required by regulation 9(5) of the PPR.

Annual financial statements

27. The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122 of the MFMA. Material

misstatements of non-current assets, current assets, revenue and disclosure items.

identified by the auditors in the submitted financial statements were su.bsequently corrected, resulting in the financial statements receiving an unqualified audit opinion.

Annual report

28. The 2015-16 annual report was not published for the local community to submit representations in connection with the annual report, as required by section 127(5)(a) of the MFMA.

Other information

29. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report, which includes the mayor's foreword, accounting officer's report and the audit committee's report. The other information does not include the financial statements, the auditor's report and the selected objective presented in the annual performance report that has been specifically reported in the auditor's report.

30. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.

31. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected objective presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

32. If, based on the work I have performed, I conclude that there is a material misstatement of this other information; I am required to report that fact. I have nothing to report in this regard.

Internal control deficiencies

33. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance thereon .

34. The matters reported below are limited to the significant internal control deficiencies that resulted in the findings on the annual performance report and the findings on compliance with legislation included in this report.

Leadership

35. Senior management did not adequately oversee the planning of performance information, which included credible and reliable performance reporting and compliance with key legislation.

Financial management

36. Non-compliance with legislation could have been prevented had the supply chain management checklist been updated to include the requirements of the PPR.

Pietermaritzburg

30 November 2017



AUDITOR • GENERAL SOUTH AFRICA

Auditing to build publi,c confi,den

ACTION PLAN FOR 2016/17

NATURE OF THE QUERY	ACTION PLAN	RESPONSIBLE OFFICIAL	TARGET DATE	CURRENT STATUS
1. Performance indicators were not well-defined Unable to obtain sufficient appropriate evidence that clearly defined the predetermined source information and evidence to be used when measuring the actual achievement for the following indicators, as required by the Framework for managing programme performance information (FMPPI)	The accounting officer should develop systems, processes and technical indicator descriptions which specify the minimum required evidence to be collected to support validity, accuracy and completeness of the achievements reported which should be utilised during the compilation of the indicators.	Manager: IDP/ PMS	Not applicable	A template for the annexure was received from COGTA. IPD department had issues regarding the template and are currently consulting COGTA for a way forward The annexure will be part of POE submission in quarter 1 (2018/2019). **IA Opinion: PARTIALLY CLEARED** The IA unit has received the annexure template from PMS. Subsequently to the issues regarding the template, annexures were not included in the Q4 POE files. IA will follow-up to ensure that the Q1 POEs are submitted with the said annexures.
2. Bid specification not specifying minimum threshold for local production The following request for quotations did not specify the required minimum threshold for local production nor did it require the declaration on local production by suppliers. As a result, thereof, payments in respect of these awards should be disclosed as irregular expenditure. This also results in non-compliance with the PPR.	Payments in respect of these awards should be disclosed as irregular expenditure. The SCM Manager should revise the SCM checklist to incorporate local content to confirm compliance with SCM prescript. The SCM Manager should review all procurement of local content in order to identify similar instances which should be disclosed as irregular expenditure.	Chief Financial Officer	Not applicable	This finding has been remedied. The matter was first tabled at the Finance Committee meeting on 13/02/2018, then at the EXCO meeting on 13/03/2018 and finally, at the Council meeting on 22/03/2018. The Council resolved to write-off the irregular expenditure amounting to R 448 983.00. The Council resolution is attached. Going forward all adverts will include a specification for local content requirement. This will also be included in the tender documents. **IA Opinion: CLEARED** The matter was tabled to the Finance Committee at a meeting on 13/02/2018, to EXCO on 13/03/2018 and finally, at the Council meeting held on 22/03/2018. The Council resolution is attached.

3. Suppliers did not meet the minimum threshold on local production and content. The following suppliers were awarded quotations even though they did not meet the prescribed minimum threshold: As a result, thereof, payments in respect of these awards should be disclosed as irregular expenditure. This also results in non-compliance with the PPR.	The SCM Manager should revise the SCM checklist to incorporate local content to confirm compliance with SCM prescript. The SCM Manager should review all procurement of local content in order to identify similar instances which should be disclosed as irregular expenditure.	Chief Financial Officer	Not applicable	This finding has been remedied. The matter was first tabled at the Finance Committee meeting on 13/02/2018, then at the EXCO meeting on 13/03/2018 and finally, at the Council meeting on 22/03/2018. The Council resolved to write-off the irregular expenditure amounting to R 448 983.00. The Council resolution is attached. Going forward all adverts will include a specification for local content requirement. This will also be included in the tender documents. **IA Opinion: CLEARED** The matter was tabled to the Finance Committee at a meeting on 13/02/2018, to EXCO on 13/03/2018 and finally, at the Council meeting held on 22/03/2018. The Council resolution is attached.
4. Annual report made public before being tabled in council The municipality advertised the notice to make the 2015/16 annual report public and to invite the community to submit representations on 16 January 2017 which was before the annual report tabling in Council which was on 24 January 2017. This results to a material non-compliance with the MFMA.	The accounting officer should improve his oversight over the implementation of the PMS checklist to confirm compliance with the MFMA.	Manager: IDP/ PMS	Not applicable	Going forth, the annual report will be published after the Council meeting. This financial year, Council sat on 25/01/2018, the annual report was published thereafter. **IA Opinion: CLEARED** Council sat on 25 January 2018. The notice was published in the Witness and Isolezwe newspapers 30 January 2018
5. Reported information not accurate The reported achievement for the following indicator was misstated as the evidence provided indicated otherwise:	The PMS manager should improve her review of the actual achievements of the APR against source documentation to confirm the validity, accuracy and completeness of reported achievements prior to the submission for audit	Manager: IDP/ PMS	30/06/2018	The PMS unit will be more diligent in checking POEs submitted against reported targets **IA Opinion: CLEARED** The IA unit going forth, will ensure that due care and diligence is exercised when auditing the POE files submitted for audit by the PMS unit.

6. Standard operating procedure manual not developed for planning and reporting of performance information Standard operating procedures (SOPs) were not developed and approved to guide management in designing and defining indicators and targets and the criteria required to collect valid evidence to support the achievement of the indicators in accordance with the FMPPI.	The accounting officer, together with the PMS manager, should develop and approve SOP's to guide management in developing good performance indicators and targets that meet the requirements of the FMPPI and monitor the development and approval of technical indicator descriptions and criteria required to collect valid and accurate supporting evidence to support the achievements of the indicator. The SOP's should include as minimum procedures for the following areas: Integration of performance information structures and systems within existing management processes and systems Definitions and technical standards of all the information collected by the institution Processes for identifying, collecting, collating, verifying and storing information Use of information in managing for results Publication of performance information.	Manager: IDP/ PMS	30/06/2018	The PMS unit has developed the SOPs. They will be included in the Audit Committee meeting on the 17th August 2018 **IA Opinion: CLEARED** The IA unit has reviewed the draft SOPs and sent it back to PMS to be finalised.
7. Reported achievement is not consistent with planned and reported indicator and target	The PMS manager should develop a PMS checklist to confirm the alignment and consistency of the reported achievements to the planned objectives, indicators and targets between the IDP, SDBIP and APR which should be utilized during the review of the respective documents. Internal audit should improve their pro-active reviews of the IDP, SDBIP and APR to confirm alignment and consistency of the objectives, indicators and targets between the IDP, SDBIP and APR.	Manager: IDP/ PMS Manager: Internal Audit	30/04/2018 revised	The PMS unit will be more diligent in checking POEs submitted against reported targets A checklist has been developed and is in use. Going forward, the IA unit will be more pro-active when reviewing the IDP, SDBIP and APR. **IA Opinion: CLEARED** The IA unit will continuously ensure that due care and diligence is exercised when auditing the POE files submitted for audit by the PMS unit. A checklist column has been added onto the organisational scorecard.

8. Awards to persons in service of the state The members of the following suppliers were in the service of the state, however the suppliers submitted a nil declaration in this regard which is indicative of fraud:	The accounting officer should investigate these suppliers for any possible fraud and implement the necessary remedial measures such as recovering the funds spent, instituting disciplinary proceedings against those liable for such actions and also possible criminal prosecution as may be appropriate in accordance with MFMA circular 62 and Municipal SCM Regulations 38.	Chief Financial Officer	30/06/2018	The investigative process is still on going, The municipality has received the correspondence from work dynamics which state that petro SA is not part of the state neither nor the organ of the state as defined by s239 of the constitution In the meantime, the municipal corrective measure will be to flag the two suppliers and not award them until such time as the investigative process has been finalised. **IA Opinion: In-progress** The two suppliers have been red-flagged and the municipality is no longer using suppliers The IA unit will follow-up until the investigative process is finalised.
9. No evidence of impairment assessment on the indefinite useful life of intangible assets There is no evidence that the municipality has reviewed whether events and circumstances continue to support an indefinite useful life assessment for their intangible assets.	The acting CFO should develop and implement formal procedures which detail the methodology, guidance and responsibilities relating to asset useful life assessments in support of the municipality's asset management policy to confirm compliance with the GRAP standards. Evidence to support management's impairment assessment should be maintained for audit purposes.	Chief Financial Officer	30/06/2018	The intangible assets impairment assessment methodology has been finalised and it was presented to council. **IA Opinion: Cleared** The IA unit has reviewed the intangible assets impairment assessment methodology it is in compliance with GRAP standards.
10. Copy of integrated development plan not timeously submitted to MEC for local government The amendment of the IDP was not timeously submitted to the MEC as required by the MSA	The accounting officer should improve his oversight over the implementation of the integrated development plan (IDP) checklist to confirm compliance with the MSA.	Manager: IDP/ PMS	Immediately	Going forth, in calculating days, weekends will also be included and not just working days. **IA Opinion: CLEARED** The IA unit will follow-up with PMS to ensure that submissions are made timeously taking into account all days and not just working days.

AUDITOR-GENERAL FINDINGS AND ACTION PLAN FOR 2017/18

Qualified opinion

1. I have audited the financial statements of the Ubuhlebezwe Municipality set out on pages 432 to 488,which comprise the statement of financial position as at 30 June 2018, the statement of financial performance, statement of changes in net assets, cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.

2. In my opinion, except for the effects of the matters described in the basis for qualified opinion section of this auditor's report, the financial statements present fairly, in all material respects, the financial position of the Ubuhlebezwe Municipality as at 30 June 2018, and its financial performance and cash flows for the year then ended in accordance with the South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA) and the Division of Revenue Act of South Africa, 2017 (Act No.3 of 2017) (Dora).

BASIS FOR QUALIFIED OPINION

REVENUE - PROPERTY RATES

3. The municipality did not recognise all revenue from property rates in accordance with GRAP 23, *Revenue from non-exchange transactions* due to a lack of controls in the billing of rates revenue. Consequently, property rates and trade receivables from non-exchange transactions disclosed in note 25 and 13 to the financial statements, respectively, is understated by R4,10 million.

EXPENDITURE

4. The financial statements were materially misstated as expenditure disclosed in contracted services and general expenses was incorrectly classified between the expenditure line items due to inadequate review of transactions within the expenditure. The effect of the misclassification between the expenditure in note 33 and 34 to the financial statements is R4,11 million and R5,84 million respectively.

IRREGULAR EXPENDITURE

5. The municipality did not record all irregular expenditure in the notes to the financial statements, as required by section 125(2)(d) of the MFMA. This was due to inadequate internal controls for the identification of irregular expenditure. Consequently, irregular expenditure disclosed in note 45 to the financial statements is understated by R1,46 million.

CONTEXT FOR THE OPINION

6. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this auditor's report.

7. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' Code of *ethics for professional accountants* (IESBA code) and the ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

8. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion

EMPHASIS OF MATTERS

9. I draw attention to the matters below. My opinion is not modified in respect of these matters.

RESTATEMENT OF CORRESPONDING FIGURES

10. As disclosed in note 41 to the financial statements, the corresponding figures for 30 June 2017 were restated as a result of an error in the financial statements of the municipality at, and for the year ended, 30 June 2018.

MATERIAL IMPAIRMENTS -TRADE RECEIVABLES

11. As disclosed in note 13 to the financial statements, material impairments of R23,88 million (2016-17: R18,82 million) was incurred as a result of an annual review of the recoverability of receivables.

OTHER MATTER

12. I draw attention to the matter below. My opinion is not modified in respect of this matter.

UNAUDITED DISCLOSURE NOTES

13. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express

an opinion on it.

RESPONSIBILITIES OF THE ACCOUNTING OFFICER FOR THE FINANCIAL STATEMENTS

14. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the SA Standards of GRAP and the requirements of the MFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

15 In preparing the financial statements, the accounting officer is responsible for assessing the Ubuhlebezwe Municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

AUDITOR-GENERAL'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

16.My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

17. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

REPORT ON THE AUDIT OF THE ANNUAL PERFORMANCE REPORT

Introduction and scope

18. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report material findings on the reported performance information against predetermined objectives for selected development priority presented in the annual performance report. I performed procedures to identify findings but not to gather evidence to express assurance.

19. My procedures address the reported performance information, which must be based on the approved performance planning documents of the municipality. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures also did not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.

20. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected development priority presented in the annual performance report of the municipality for the year ended 30 June 2018:

Development priority	Pages in the annual performance report
KPA 2: Basic service delivery and infrastructure development	285 – 301

21. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance.

planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.

22. The material findings in respect of the usefulness and reliability of the selected development priority are as follows:

KPA 2: Basic service delivery and infrastructure development

Percentage of households receiving refuse collection within Ubuhlebezwe jurisdiction by 30-Jun-18

23. The achievement for target 11.42% reported in the annual performance report was 11.42%. However, the supporting evidence provided did not agree to the reported achievement and indicated an estimated achievement of 4.18%.

Various indicators

24. I was unable to obtain sufficient appropriate audit evidence for the reported achievements of 4 of the 12 indicators relating to this programme. This was due to limitations placed on the scope of my work. Iwas unable to confirm the reported achievements by alternative means. Consequently, Iwas unable to determine whether any adjustments were required to the reported achievements in the annual performance report of the indicators listed below:

Indicator description	Reported achievement	Audited value
Percentage of gravel roads constructed by 31-Mar-18	Harold Nxasana road achieved 100% completion on the 15th June 2018. Butateni road achieved 100% completion on the 14th February 2018 Mkhwanazi road achieved 100% completion on the 15th February 2018 Mncadi road achieved 100% completion on the 15th January 2018	0%
Percentage of gravel roads constructed by 30-Jun-18	Project achieved 92% completion by 30 June 2018.	0%
Percentage of constructed roads completed by 31- Mar-18	The construction of Chapel Street was at 87% by 30th June 2018.	0%
Percentage of constructed roads completed by 30-June-18	The project is at 65% complete	0%

ADJUSTMENT OF MATERIAL MISSTATEMENTS

27. I identified material misstatements in the annual performance report submitted for auditing. These material misstatements were on the reported performance information of Basic service delivery and infrastructure development. As management subsequently corrected only some of the misstatements, I raised material findings on the usefulness and reliability of the reported performance information. Those that were not corrected are reported above.

REPORT ON THE AUDIT OF COMPLIANCE WITH LEGISLATION

Introduction and scope

28. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the compliance of the municipality with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.

29. The material findings on compliance with specific matters in key legislation are as follows:

CONSEQUENCE MANAGEMENT

30. Irregular expenditure incurred by the municipality were not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(b) of the MFMA.

ANNUAL FINACIAL STATEMENTS

31. The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122(1) of the MFMA. Material misstatements of non-current assets, current assets, revenue, expenditure and disclosure items identified by the auditors in the submitted financial statements were subsequently corrected, but the uncorrected material misstatements resulted in the financial statements receiving a qualified audit opinion.

STRATEGIC PLANNING AND PERFORMANCE MANAGEMENT

32. Amendments to the IDP were made without making the proposed amendments available for public comment, as required by section 34(b) of the MSA and municipal planning and performance management regulation 3(4)(b).

33. The local community was not invited to submit representations in connection with the 2016/17 annual report, as required by section 127(5)(a) of the MFMA.

34. The SDBIP for the year under review did not include monthly revenue projections by source of collection and the monthly operational and capital expenditure by vote as required by section 1 of the MFMA.

EXPENDITURE MANAGEMENT

35. Reasonable steps were not taken to prevent irregular expenditure, as required by section 62(1)(d) of the MFMA. The value of R448 983, as disclosed in note 45, is not complete as management was still in the process of quantifying the full extent of the irregular expenditure. The majority of the disclosed irregular expenditure was caused by non compliance with municipal supply chain regulations.

ASSET MANAGEMENT

36. Funds were invested at Ithala State-owned Company Limited, in contravention of municipal investment regulation 6.

PROCUREMENT AND CONTRACT MANAGEMENT

37. Some of the goods and services with a transaction value of below R200 000 were procured without obtaining the required price quotations, in contravention of by SCM regulation 17(a) and (c).

38. Some of the commodities designated for local content and production, were procured from suppliers who did not meet the prescribed minimum threshold for local production and content, as required by Preferential Procurement Regulation 9(5). Similar non-compliance was also reported in the prior year.

Other information

39. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report and those selected development priority presented in the annual performance report that have been specifically reported in this auditor's report.

40. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.

41. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected development priority presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

42. If, based on the work I have performed, I conclude that there is a material misstatement in this other information, I am required to report that fact. I have nothing to report in this regard.

INTERNAL CONTROL DEFICIENCIES

43. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it.

44. The matters reported below are limited to the significant internal control deficiencies that resulted in the basis for the qualified opinion, the findings on the annual performance report and the findings on compliance with legislation included in this report.

45. Leadership did not perform effective oversight and monitoring to ensure that delegated officials consistently applied policies and procedures and related internal controls to achieve reliable and credible financial and performance reporting as well as compliance with applicable legislation.

46. Senior management did not implement adequate review procedures to ensure that the annual financial statements and annual performance report were accurately prepared and supported by reliable and credible information.

47. The internal audit unit did not perform a proactive review of the financial statements and annual performance report prior to submitting for auditing as well as review compliance with key legislation applicable to the municipality. The internal audit unit and audit committee did not adequately review the processes in place for risk identification and assessment.

Auditor - General

Pietermaritzburg

30 November 2018

AUDIT ACTION PLAN 2017/18

Audit query	Audit finding	Internal Control Deficiency	Action required	Responsible Department/ official	Target date	Current status
Revenue	**Understatement of property rates**	Management did not ensure that the annual update to the system's valuation roll was implemented in the billing system. The CFO did not ensure that reconciliation between the billing system and the valuation roll are performed to ensure that categorization of properties and property values are accurate and complete.	The CFO should ensure that reconciliation between billing system and valuation roll (general and supplementary valuations) is done annually. Any reconciling items should be investigated. A billing module in the financial system should be able to produce system generated reconciliation. Previous year's valuation roll should be used for comparison.	BTO - CFO	28/02/2019	BTO- the reconcilliation was done and it still confirms the amount reported as at 30 June 2018. The investigation was done and the reconcilliation was perfomed again however we did not have a chance to present it to AG, currently we still need to compare auditors calculations and the calculations we have. There is a report that can be pulled from the system which shows all the properties billed and we compare it manually with the valuation roll. The 2018.2019 valuation roll has been loaded in the system and the reconcillion was perfomed as at 31 July 2018 and it will be done again at 30 June 2019.

Property, Plant and Equipment	**Work in progress (WIP) not appropriately disclosed**	The Chief Financial Officer (CFO) and internal audit did not perform an adequate review of the financial statement to confirm compliance with the requirements of GRAP	Reconciliation should be performed by staff with the knowledge of construction with BTO in order to update the cost of the project under construction and also updating the component register. The register should be updated by taking into consideration amount of expenditure incurred relating to each component and as a tool to track performance.	BTO: Asset Manager IPD: PMU Manager	28/02/2019	This was corrected during the audit , Asset management will ensure that the Work In Progress is disclosed as per GRAP requirements. Individual projects reconcilliation are perfomed monthly to ensure expenditure is allocated correctly for capital projects.
Procurement and contract management	Competitive process was not followed for procurement of services with the value more than R200 000	The accounting officer did not ensure that all required processes are duly followed prior to approving the award.	An irregular expenditure was incurred and it should be investigated by the relevant structures.	OMM – Municipal Manager BTO: SCM Manager		The SCM Irregular expenditure report would be reported to finance Committee on the 14 February 2019 for noting and Recommendations for onward submition to MPAC ,then after investigated by MPAC ,its will be submited to council to approve for condonation on non condonations then that report would also further

						submitted to Provincial treasury for approval.
Procurement and contract management	Procurement processes not followed for the purchase of goods and services	The accounting officer did not ensure that all required processes are duly followed prior to approving payment of good and services	An irregular expenditure was incurred and it should be investigated by the relevant structures. The reasons for not obtaining three quotes should be documented and approved by CFO	OMM – Municipal Manager BTO - CFO -SCM Manager		The SCM section will develop a form and document reasons why they accepted quotes less than three, as well as processes followed. The SCM Irregular expenditure report would be reported to finance Committee on the 14 February 2019 for noting and Recommendations for onward submition to MPAC ,then after investigated by MPAC ,its will be submited to council to approve for condonation on non condonations.then that report would also further submitted to Provincial treasury for approval.

Procurement and contract management	No procurement processes followed for the upgrade of accounting system	The accounting officer did not ensure that all required processes are duly followed prior to approving the award	An irregular expenditure was incurred and it should be followed up	OMM - Municipal Manager		The SCM Irregular expenditure report would be reported to finance Committee on the 14 February 2019 for noting and Recommendations for onward submition to MPAC ,then after investigated by MPAC ,its will be submited to council to approve for condonation on non condonations.then that report would also further submitted to Provincial treasury for approval.
Procurement and contract management	Bid not advertised for the required minimum period	The bid evaluation committee did not ensure compliance with the preferential procurement regulations before recommending the award. The bid adjudication committee did not adequately review compliance with the preferential procurement regulations before approving the recommendation by the bid evaluation committee.	The relevant structure should commence with investigation as required by legislation.	OMM - Municipal Manager		The SCM Irregular expenditure report would be reported to finance Committee on the 14 February 2019 for noting and Recommendations for onward submition to MPAC ,then after investigated by MPAC ,its will be submited to council to approve for condonation on non condonations.then that report would also further submitted to Provincial treasury for approval.

Procurement and contract management	PPPFA requirements not followed for evaluation of quotations	The SCM Manager did not exercise oversight on subsequent appointment of a supplier after the BEC did not get a supplier who met the product.	A compliance checklist should be developed and be implemented by the SCM unit to avoid recurrence of non-compliance. Irregular expenditure should be disclosed and investigated.	OMM: Municipal Manager BTO: CFO & SCM Manager		
Procurement and contract management	Reasons for not obtaining 3 quotations are not documented and approved	The bid evaluation committee did not document the reasons for obtaining less than three quotations The CFO did not obtain documented reasons for less than three quotations received before approving the recommendation from the bid evaluation committee.	The reasons for appointing with less that three quotations should be documented for approval by the CFO	BTO - CFO Manager SCM		The SCM section will develop a form and document reasons why they accepted quotes less than three, as well as processes followed.

Procurement and contract management	Winning service provider did not meet the minimum threshold for local production and content	The Supply Chain Manager did not diligently review compliance with Preferential Procurement Regulations before recommending the award to the accounting officer.	A compliance checklist should be developed and be implemented by the SCM unit to avoid recurrence of non-compliance. Irregular expenditure should be disclosed and investigated.	BTO - CFO Manager SCM	30-Jun-19	The municipality has requested training from DTI to capacitate members of bid committees. The SCM Irregular expenditure report would be reported to finance Committee on the 14 February 2019 for noting and Recommendations for onward submition to MPAC ,then after investigated by MPAC ,its will be submited to council to approve for condonation on non condonations.then that report would also further submitted to Provincial treasury for approval.
Procurement and contract management	Awards to persons in the service of state	The accounting officer did not implement additional controls to be able to detect suppliers interest to avoid repeat findings and possible fraud.	The municipality should request assistance from Provincial Treasury with this regard. There should be a clause in the contracts stating that if a Director of a winning bidder is found to be in the service of state that contract will be terminated and there will be consequences.	BTO: CFO & SCM Manager		The BTO was certain that these people were not in the service of the state ,we visited Msunduzi Municipality to get the proof that these people are not in the service of the state.One was the pensioner so Msunduzi is only paying medical aid potion for them.One was the resigned intern.

Cash and cash equivalents	Bank reconciliation cash book balance does not agree to the balance as per the AFS	Management did not perform an adequate review of the financial statements to ensure that the financial statements submitted for audit are supported by accurate underlying records.	Bank reconciliations should be performed and reviewed monthly in order to detect reconciling items of time.	BTO: BUDGET MANAGER CFO & Assistant CFO		Bank recorns are prepared ,Reviewed and authorised on a monthly basis. We will ensure that there are no journlas or transactions posted after the trial balance has been taken for Annual Financial Statements.
Expenditure	Incorrect classification of expenditure.	The CFO did not adequately review the annual financial statements and review the items within general expenses to ensure that amounts are accurate and classified accordingly	To confirm the reliability of the expenditure the CFO should review the expenditure items to confirm the accurate allocation. A reconciliation between expenditure section and budget section to confirm the accuracy of the item.	BTO: CFO & Assistant CFO	Quarterly	Budget unit and expenditure unit analyses the expenditure on the votes against the vouchers to ensure that the expenditure is classified correctly on the system.
Consequence Management	Irregular and fruitless expenditure were not investigated	The accounting officer did not adequately monitor investigations of irregular expenditure and fruitless and wasteful expenditure incurred in the prior year.	The Accounting Officer should ensure that MPAC sits as per legislation. MPAC should ensure that the all irregular expenditure is investigated. The MPAC report should be tabled to Council.	OMM-Municipal Manager		Irregular ,Fruiless and wasteful expenditure report will be submitted to MPAC on the 13 February 2019.

Consequence Management	No evidence of investigation of irregular expenditure and approval of condonation	The accounting officer did not exercise adequate oversight responsibility regarding compliance with laws and regulations relating to condonation of irregular expenditure.	Consequent management should be constituted against officials identified to be liable for the incurrence of irregular, fruitless and wasteful expenditure Irregular expenditure should only be condoned by the Council after an investigation has been investigated by the MPAC.	OMM-Municipal Manager		The Municipal Manager awiats for the repotr from MPAC and council ,then He will act accordingly on their recomandations.
Investments	Investment account in a bank not registered in terms of the bank Act	The accounting officer did not exercise oversight in ensuring that the legislation over cash management and investment is complied with.	The Accounting Officer should ensure that: · The municipality comply with Local Government: Municipal Finance Management Act, Section 7 (3). · The municipality comply with requirements of Regulation 6: Permitted investments which states that a municipality may	BTO - CFO	30-Apr-19	The maturity date of the investment will be April 2019 (IThala Bank 30 April 2019). The municipality will incur penalties if the investment is recalled and that loss will be fruitless expenditure. The municipality will not reinvest at Ithala Bank for future. Currently the statement is closely monitored.

			invest fund only in any investment types listed in the regulations.			
Strategic planning and performance management	Amended SDBIP/ IDP - No opportunity allowed for public comments	The accounting officer did not design and implement adequate controls and checklist over information sent for publishing to ensure that all necessary information is stated on adverts	The Accounting Officer should ensure that all public notices are reviewed and before publishing the notice ensure that all compliance requirements are included.	OMM – Manager: IDP & PMS	31-Mar-19	The advert notifying the public of the proposed amendments to the SDBIP/IDP will clearly state that the community can submit their representation if they have any. A checklist will be created to ensure that all required information is included for compliance purposes.
Pre-determined objectives	Local community not invited to submit representations on Annual Report	The accounting officer did nit design and implement adequate controls and checklist over information sent for publishing to ensure that all necessary	The advert should clearly specify that the community can submit their representation if any	OMM – Manager: IDP & PMS	31-Mar-19	The Public notice for the 2017/18 annual report clearly states that the local community may submit representation to the annual report if they have any.

		information is stated on adverts				
	Projections of revenue and expenditure not indicated in the SDBIP	The accounting officer did not develop checklist to confirm it complies with MFMA	The Manager IDP& PMS should ensure that the SDBIP template comply with the requirements of the MFMA; and disclose projections of revenue and expenditure. The Internal Audit perform reviews to ensure the credibility of the document.	OMM – Manager: IDP & PMS	31-Mar-19	SDBIP for 2018/19 will be amended to include monthly revenue projections by source of collection and the monthly operational and capital expenditure by vote. Internal Audit will perform reviews to ensure credibility of documents.

Pre-determined objectives	Reported outputs not valid and accurate.	The IDP/PMS Manager did not ensure that valid and accurate evidence is filed in support of the reported achievements disclosed in the APR.	To confirm the reliability of the reported information, the PMS and Internal Audit should verify the reported quarterly and annual percentages/ targets using the pre-defined sources and supporting documents	OMM – Manager: IDP & PMS	31-Mar-19	The aspect that resulted in a different outcome in percentages was that of the source that was used to calculate the percentage which is data from STATS SA, database collected by our Department of Social Development from Wards and billing report from our Revenue section. Going forward we will adjust the POE and use a more reliable source which is to rely on our own Revenue Section to provide the number of households where refuse is collected. Target and supporting documents (POE) have been adjusted.

Pre-determined objectives	Reported outputs not valid and accurate.	The IDP/PMS Manager did not ensure that valid and accurate evidence is filed in support of the reported achievements disclosed in the APR.	To confirm the reliability of the reported information, the PMS and Internal Audit should verify the reported quarterly and annual percentages/ targets using the pre-defined sources and supporting documents.	OMM – Manager: IDP & PMS	31-Mar-19	On an ongoing basis, IPD will provide a fully detailed report, with calculations when reporting on the indicators for Roads, electricity, halls, sports field and any other constructed infrastructure with percentages and kilometre. The report must detail the percentage of work done in that quarter with the percentage of each task performed explained as well, in order to ensure that all the required information for the pre-determined source is available. When auditing PMS quarterly, Internal Audit will recalculate the figures provided, using the information provided by IPD for accuracy.
Information Technology	IT Governance Framework incomplete	The ICT Manager did not ensure that a complete IT Governance Framework is in place and implemented by the municipality.	IT Manager should include the provisions of the framework for Council adoption	Corporate Services: IT Manager	31-May-19	Included provisions for IT Governance framework as per AG recommendation and will review policy with Internal Audit while we advertize for Governance specialist to help recraft and identify other shortfalls on the Framework and in the enviroment for the

						Framework to be adopted by Council in Quarter 4.
Information Technology	IT security policy not meeting minimum requirements	The ICT Manager did nit ensure that a complete IT security policy is in place and implemented	The policy should include minimum requirement and be adopted by Council.	Corporate Services: IT Manager	31-May-19	Included provisions for IT Governance framework as per AG recommendation and will review policy with Internal Audit while we advertize for Governance specialist to help recraft and identify other shortfalls on the Framework and in the enviroment for the Framework to be adopted by Council in Quarter 4.
Information Technology	User access policy not meeting minimum requirements	The ICT Manager did not ensure that user access policy is in place and implemented within the municipality	The policy should be amended to include all the requirements, and be adopted by Council.	Corporate Services: IT Manager	31-May-19	Included all the minimum requirements on the policy as per AG recommendandation and the policy will be reviewed with Internal Audit unit while we advertize for Governance specialist to help recraft and identify other shortfalls on the policy. Implementation will proceed should the be a required change within the IT enviroment but adoption

						of the new policy will be in in Quarter 4.
Information Technology	Program change policy not meeting minimum requirements	The ICT Manager did not ensure that a complete program change policy is in place and implemented within the municipality	The policy should be amended to include all the requirements, and be adopted by Council.	Corporate Services: IT Manager	31-May-19	Included all the requirements on the policy as per AG recommendandation and the policy will be reviewed with Internal Audit unit while we advertize for Governance specialist to help recraft and identify other shortfalls on the policy. Implementation will proceed should the be a required change within the IT enviroment but adoption of the new polic will be in in Quarter 4.
Information Technology	Disaster Recovery Plan not meeting minimum requirements	Management had not implemented adequate preventative controls to ensure that adequate continuity arrangements exist in the event of disaster.	The recovery plan should be amended and preventatative controls confirming continuity be documented. The plan should be adopted by Council	Corporate Services: IT Manager	31-Mar-19	Tender was advertized via SCM for Disaster Recovery and Business Continuity Plan implementation and testing. The tender is currently in its evaluation phase.

Information Technology	No formal change request form done for upgrade of SAMRAS	Management did not ensure that formal change management policies and procedures are implemented and monitored, especially when vendors have access to the organisation's systems and data.	Policies and procedures for change request should be documented and adopted by Council.	Corporate Services: IT Manager		IT unit disputed the finding and furnished AG with supporting documentation for the year 2017-2018.
Property, plant and equipment	Inaccurate depreciation	The CFO and Asset Manager did not adequately review the depreciation calculations on fixed asset register prior to submission of audit to ensure that the relevant variables for calculation of depreciation are accurately recorded	The management should review the FAR and confirm depreciation amounts.	BTO - CFO & Asset Manager	18/03/2019	The depreciation calculation was corrected during the audit . To ensure that the depreciation calculation is corrrectly calculated in the system there is an ongoing investigation and correction by Bytes senoir developer and a scheduled traning and hand holding for all asset management personnel.
Property, plant and equipment	Incorrect capitalization amounts	Management did not perform an adequate review of recording of expenditure on assets to ensure that VAT is correctly accounted for.	Management should develop a checklist of payments submitted to ensure accuracy.	BTO - CFO	Monthly	Individual projects reconcilliation are perfomed monthly to unsure expenditure is allocated correctly for capital projects. The capital projects u keys (votes) are set on the system to automatically take the VAT percentage however we also review the invioces when reviewing the individual project reconcilliation.

Property, plant and equipment	Incorrect classification in the FAR	Management did not perform adequate review of the FAR to ensure that items are classified consistently with results of the physical verification	Management should conduct a review of the FAR to identify any errors.	BTO -BUDGET MANAGER , CFO & Asset Manager	18/03/2019	We have started the verification of assets and we correct all the assets descreptions and we will aslo go through the asset types during the handholding and traning.
Revenue and Receivables	Comparative amounts do not agree with prior year AFS	Management did not perform adequate review of the financial statements to ensure that the fiancial statements submitted for audit are accurate and complete.	Management should investigate the difference identified.	BTO -BUDGET MANAGER , CFO & Assistant CFO	Bi Annually and Annually	This finding was corrected during the audit.Management will ensure that AFS are reviewed before submision.
Revenue and Receivables	Differences between AFS and debtors age analysis	The CFO and internal audit did not adequately review annual fiancial statements prior to submission for audit to ensure that disclosures made for receivables is suppoerted by complete and accurate debtors age analysis	Management should investigate the difference identified.	BTO - MANAGER BUDGET, CFO & Assistant CFO	Monthly	This finding was corrected during the audit.Management will ensure thet AFS are reviewed before submision. We perfom debtors reconcilliation on monthly basis.
Revenue and Receivables	Incomplete recording of revenue from licenses and permits	The CFO did not design procedures and controls to ensure that revenue from licenses and permits is recognised in accordance with GRAP.	Management should ensure that monthly reconciliations are performed and reviewed.	BTO - BUDGET MANAGER ,CFO & Assistant CFO	Monthly	This finding was corrected during the audit.Management will ensure thet there is a proper recording for Licenses and permits.From July 2019 ,We prepare monthly recnciliation for Fines issued versus Fines Captured in the system.

Revenue and Receivables	Debtors classified as Indigent without meeting the criteria.	The accounting officer did not develop control procedures to identify consumers who are employed within the municipality and other government institutions, registered as directors and deceased to confirm the gross income from such employment or business and the validity of the consumer as an indigent debtor. Approval of indigent debtors is performed by a data capturer without any review procedures by management to confirm that only consumers who fulfil all criteria per indigent policy are approved as indigent consumers.	Annual update of the Indigent register should be conducted. Management should involve Ward Councillors for confirmation.	BTO - BUDGET MANAGER ,CFO & Assistant CFO	Annually	This finding was resolved during the audit.BTO has the indigent register that is revised annually and indeed they are all confirmed by ward councillors.
Payables from exchange transactions	Retention overstated in the AFS	Management did not perform an adequate review of the financial statements to ensure that the financial statements submitted for audit are supported by accurate underlying records	Management should ensure that reconciliations are performed and reviewed to compare the budget and expenditure from both finance department and IPD departments	BTO -BUDGET MANAGER , CFO & Assistant CFO Director: IPD	Monthly	This finding was corrected during the audit.Management will ensure thet AFS are reviewed before submision.There is monthly retention register to ensure that there is no excess on retention raised.

Cash and cash equivalents	Discrepancies in cash and cash equivalents	Management did not perform an adequate review of the bank reconciliation to ensure financial statements submitted for audit supported by reliable underlying records.	Management should investigate the difference identified.	BTO - CFO & Assistant CFO	Monthgly	This finding was corrected during the audit.Management will ensure thet AFS are reviewed before submision.Bank recornciliations are prepared ,reviewed and authorised monthly.
Consequent management	Financial misconduct that constitute a crime committed by an official was not reported to the South African Police Service	The accounting officer did not adequately monitor investigations on the financial misconduct to ensure full compliance with legislation.	Management should ensure that any act of theft should be reported to the South African Police Services.	OMM - Municipal Manager		

Report on the audit of the financial statements

Qualified opinion

I have audited the financial statements of the Ubuhlebezwe Local Municipality set out from page 360 which comprise the statement of financial position as at 30 June 2019, the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget and actual amounts for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.

In my opinion, except for the possible effects of the matters described in the basis for qualified opinion section of this auditor's report, the financial statements present fairly, in all material respects, the financial position of the Ubuhlebezwe Local Municipality as at 30 June 2019, and its financial performance and cash flows for the year then ended in accordance with South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Municipal Finance Management Act of South Africa, 2003 (Act No.56 of 2003) (MFMA) and Division of Revenue Act of South Africa, 2018 (Act No.1 of 2018) (Dora).

Basis for qualified opinion

Payables from exchange transactions

I was unable to obtain sufficient appropriate audit evidence for accruals included in payables from exchange transactions due to status of accounting records. I was unable to confirm these accruals through alternative means. Consequently I was unable to determine whether any adjustment was necessary to payables from exchange transactions disclosed at R32,14 million in note 14 to the financial statements.

Property, plant and equipment

The municipality did not review the useful lives of property, plant and equipment at each reporting date in accordance with GRAP17, *Property, plant and equipment*. As a result, property, plant and equipment with a gross carrying amount of R115,08 million had a zero net carrying amount while still in use. I was unable to determine the impact on the net carrying amount of property, plant and equipment as it was impractical to do so.

Irregular expenditure

The municipality did not include all irregular expenditure in the notes to the financial statements as required by section 125(2)(d) of the MFMA. This was due to payments made in contravention of the supply chain management regulations. I was unable to determine the full extent of the misstatement as it was impractical to do so. Consequently, irregular

expenditure stated at R12,79 million (2017-18: R12,66 million) in note 44 is misstated by an unknown amount.

Context for the opinion

I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this auditor's report.

I am independent of the municipality in accordance with sections 290 and 291 of the International Ethics Standards Board for Accountants' *Code of ethics for professional accountants* and, parts 1 and 3 of the International Ethics Standards Board for Accountants' *International Code of Ethics for Professional Accountants (including International Independence Standards)* (IESBA codes) as well as the ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA codes.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

Emphasis of matter

I draw attention to the matter below. My opinion is not modified in respect of this matter.

Material impairments

As disclosed in notes 5 and 6 to the financial statements, material losses of R27,02 million (2017-18: R23,88 million) was incurred as a result of an annual review of the recoverability of receivables from exchange and non-exchange transactions.

Other matter

I draw attention to the matter below.

Unaudited disclosure notes

In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and accordingly, I do not express an opinion on it.

Responsibilities of the accounting officer for the financial statements

The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the SA Standards of GRAP and the requirements of the MFMA and Dora,and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the audit of the annual performance report

Introduction and scope

In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report material findings on the reported performance information against predetermined objectives for selected development priority presented in the annual performance report. I performed procedures to identify findings but not to gather evidence to express assurance.

My procedures address the reported performance information, which must be based on the approved performance planning documents of the municipality. I have not evaluated the completeness and appropriateness of the performance indicators/ measures included in the planning documents. My procedures also did not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.

I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected development priority presented in the annual performance report of the municipality for the year ended 30 June 2019:

Development priority	Pages in the annual performance report
KPA2: Basic service delivery and Infrastructure development	238-254

I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.

I did not raise any material findings on the usefulness and reliability of the reported performance information for this development priority.

Other matters

I draw attention to the matters below.

Achievement of planned targets

The annual performance report on 230 to 295 sets out information on the achievement of planned targets for the year and explanations provided for the under and over-achievement of a significant number of targets.

Adjustment of material misstatements

I identified material misstatements in the annual performance report submitted for auditing. These material misstatements were on the reported performance information of basic service delivery and infrastructure development. As management subsequently corrected the misstatements, I did not raise any material findings on the usefulness and reliability of the reported performance information.

Report on the audit of compliance with legislation

Introduction and scope

In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the compliance of the municipality with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.

The material findings on compliance with specific matters in key legislations are as follows:

Annual financial statements

The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122(1) of the MFMA. Material misstatements of current and disclosure items identified by the auditors in the submitted financial statements were subsequently corrected, but the uncorrected material misstatements and supporting records that could not be provided resulted in the financial statements receiving a qualified audit opinion.

Asset management

Funds were invested in Ithala State-owned Company Limited, in contravention of municipal investment regulation 6.

Expenditure management

Money owed by the municipality was not always paid within 30 days, as required by section 65(2)(e) of the MFMA.

Reasonable steps were not taken to prevent irregular expenditure, as required by section 62(1)(d) of the MFMA. The expenditure disclosed does not reflect the full extent of the irregular expenditure incurred as indicated in the basis for qualification paragraph. The majority of the disclosed irregular expenditure was caused by non-compliance with municipal supply chain regulations.

Revenue management

Interest was not charged on all accounts in arrears, as required by section 64(2)(g) of the MFMA.

Consequence management

Irregular, fruitless and wasteful expenditure incurred by the municipality were not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(b) of the MFMA.

Procurement and contract management

Some of the quotations were accepted from bidders and some of the contracts were awarded to providers whose tax matters had not been declared by the South African Revenue Service to be in order, in contravention of SCM regulation 43.

Competitive bids were adjudicated by a bid adjudication committee that was not composed in accordance with SCM regulation 29(2).

Other information

The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report and those selected development priority presented in the annual performance report that have been specifically reported in this auditor's report.

My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.

In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected development priority presented in the annual performance

report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If based on the work I have performed, I conclude that there is a material misstatement in this other information, I am required to report that fact. I have nothing to report in this regard.

Internal control deficiencies

I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. The matters reported below are limited to the significant internal control deficiencies that resulted in the basis for the qualified opinion and the findings on compliance with legislation included in this report.

Leadership did not ensure that effective measures were taken to address previous findings to support the achievement of credible reporting and compliance with legislative requirements.

Management did not implement a proper records management system in support of accruals under payables from exchange transactions.

Non-compliance with key legislation could have been prevented, had management updated and regularly monitored adherence to their compliance checklists.

Pietermaritzburg

30 November 2019

AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

AUDIT ACTION PLAN FOR 2018/19 :

Audit finding	Internal Control Deficiency	Action required	Responsible Department/ official	Target date	Current status
Trade Payables not agreeing to supporting schedules	Management did not perform an adequate review of the payables from exchange transaction disclosure against underlying records to confirm accuracy in the financial statements.	The CFO should ensure that an amount of R1 414 396 is investigated and all avenues should be exhausted to ensure there is enough evidence to substantiante and validate a liability in question which emanated from the previous years. The following action and corrective measures will be performed; 1. A notice will be sent through media platforms to suppliers to check if there are still any payments due to them for any work performed which relates to 2016/17 and 2017/2018 financial year's, Suppliers will be required to submit individual accounts reconciliation with supporting documents such as valid purchase orders etc which will be verified against our	BTO - Budget and Reporting Manager	31-Jan-20	A daft notice has been prepared and will be submitted to the ACFO for review.

		internal records and reasons why they did not furnish us with invoices and follow ups if they submitted invoices, Sworn affidavit where they bind themselves about the correctness of the information submitted to us to avoid chancers, fraudulent and invalid claims. 2. CFO will evaluate all claims recieved and submit recommendations to internal audit for verification and validation. 3. Once all processes have been performed a submission by an Accounting Officer to council for write off will be made as a last resort in ensuring that this is resovled.			
BAC is not constituted in terms of Regulation.	**The bid evaluation committee did not ensure compliance with the preferential procurement regulations before recommending the award.** **The bid adjudication**	**The relevant structure should commence with investigation as required by legislation.**	**OMM - Municipal Manager**	**31-Jan-20**	**The SCM Irregular expenditure report would be reported to finance Committee on the 14 February 2019 for noting and Recommendations for onward submition to MPAC ,then after investigated by MPAC ,its will be**

	committee did not adequately review compliance with the preferential procurement regulations before approving the recommendation by the bid evaluation committee.				submited to council to approve for condonation on non condonations.then that report would also further submitted to Provincial treasury for approval.
Properties with Zero balance	Management did not perform adequate review of the FAR to ensure that items are classified consistently with results of the physical verification	Management should conduct a review of the FAR to identify any errors.	BTO - CFO & Asset Manager	30-Jun-20	We will involve experts in resolving the issue of zero book value assets, the process will start as soon as the FAR import to sage evolution is completed we will also seek guidance from MFMIP specialist in this regard
Reasons for not obtaining 3 quotations are not documented and approved	The bid evaluation committee did not document the reasons for obtaining less than three quotations The CFO did not obtain documented reasons for less than three quotations	The reasons for appointing with less that three quotations should be documented for approval by the CFO	BTO - CFO Manager SCM	31-Mar-20	The SCM section will develop a form and document reasons why they accepted quotes less than three, as well as processes followed.

	received before approving the recommendation from the bid evaluation committee.				
Winning service provider did not meet the minimum threshold for local production and content	**The Supply Chain Manager did not diligently review compliance with Preferential Procurement Regulations before recommending the award to the accounting officer.**	**A compliance checklist should be developed and be implemented by the SCM unit to avoid recurrence of non-compliance. Irregular expenditure should be disclosed and investigated.**	**BTO - CFO Manager SCM**	**30-Jun-20**	**The municipality has requested training from DTI to capacitate members of bid committees. The SCM Irregular expenditure report would be reported to finance Committee on the 14 February 2019 for noting and Recommendations for onward submition to MPAC ,then after investigated by MPAC ,its will be submited to council to approve for condonation on non condonations.then that report would also further submitted to Provincial treasury for approval.**
Irregular and fruitless expenditure	**The accounting officer did not adequately monitor**	**The Accounting Officer should ensure that MPAC sits as per legislation.**	**OMM-Municipal Manager**	**30-Jun-20**	**Irregular ,Fruiless and wasteful expenditure report was submitted to**

were not investigated	**investigations of irregular expenditure and fruitless and wasteful expenditure incurred in the prior year.**	**MPAC should ensure that the all irregular expenditure is investigated. The MPAC report should be tabled to Council.**			**MPAC on the 12 December 2019.**
No evidence of investigation of irregular expenditure and approval of condonation	**The accounting officer did not exercise adequate oversight responsibility regarding compliance with laws and regulations relating to condonation of irregular expenditure.**	**Consequent management should be constituted against officials identified to be liable for the incurrence of irregular, fruitless and wasteful expenditure Irregular expenditure should only be condoned by the Council after an investigation has been investigated by the MPAC.**	**OMM-Municipal Manager**	**30-Jun-20**	**The Municipal Manager awiats for the repotr from MPAC and council ,then He will act accordingly on their recomandations.**
Inaccurate depreciation	**The CFO and Asset Manager did not adequately review the depreciation calculations on fixed asset register prior to submission of audit to ensure that the relevant variables for calculation of depreciation are accurately recorded**	**The management should review the FAR and confirm depreciation amounts.**	**BTO - CFO & Asset Manager**	**30-May-20**	**The audited Fixed Asset Register will be imported to the asset management sytem and the depreciation will be calculated on the system and before the submission of AFS we will do a manual re-calculation to ensure accuracy/**

Incorrect classification in the FAR	**Management did not perform adequate review of the FAR to ensure that items are classified consistently with results of the physical verification**	**Management should conduct a review of the FAR to identify any errors.**	**BTO - CFO & Asset Manager**	**30-May-20**	**We have started the verification of assets and correct all the assets descriptions and we will aslo go through the asset types during the handholding and traning.**
Financial misconduct that constitute a crime committed by an official was not reported to the South African Police Service	**The accounting officer did not adequately monitor investigations on the financial misconduct to ensure full compliance with legislation.**	**Management should ensure that any act of theft should be reported to the South African Police Services.**	**OMM - Municipal Manager**	**30-May-20**	
Interest not levied on arrear consumer accounts	**The management did not monitor adherence to its debt policy and the 2018/19 rates assessment to confirm that interest is levied on overdue accounts**	**The submission relating to 2019/2020 was sent to council and permission not charge interest was approved together with the tariff policy, resolution is available for validation and verification.**	**BTO - Budget and Reporting Manager**	**30-Dec-19**	**The item submitted to council and resolution has been obtained and filed for audit purposes.**
Suppliers not paid within 30 days	**management did not implement an invoice received register at the**	**For 2019/2020 financial year, all invoices are received, recorded and distributed by**	**BTO - Budget and Reporting Manager**	**30-Dec-19**	**All invoices are submitted to creditors section and the register is kept for**

	municipality to monitor long overdue invoices	**creditors section to ensure that there is one central point which monitors the movement of invoices from creditors to user departments for approval to ensure that payments to suppliers are paid within the prescribed timelines stipulated by MFMA.**			**monitoring purposes as from the beginning of the financial year.**
No movement in unspent conditional grants	**management did not implement proper record keeping in a timely**	**Funders have been informed about these monies but we have only received one response for Sancwaba Grant and they confirmed the existence of the liability and will give us direction on the way forward thereto, we are still awaiting responses for other grants.**	**BTO - Budget and Reporting Manager**	**31-Mar-20**	**Only one response received and awaiting for other funders to respond.**

APPENDIX A – REPORT OF THE MUNICIPAL AUDIT COMMITTEE 2018/19

REFERENCE

Mr. T.W. Tsabo, Chairperson. Email: t.tsabo@veltragroup.co.za. Mobile number: 083 392 3822

The Audit and Performance Audit Committee (APAC) is pleased to present its report for the financial year end 30 June 2019 to be included in the Annual Report. This report is in compliance with the requirements of the Municipal Finance Management Act.

- Meeting attendance of APAC members with term of office expired on 30 June 2019 is set out in the report
- Details of fees paid to the committee members will appear in the annual financial statements

Audit and Performance Audit Committee members and attendance

The Committee, consisting of the members listed below should meet at least four times per annum as per its approved terms of reference, although special meetings may be called as the need arises. During the year under review, six APAC meetings were held.

Audit Committee meetings that took place during the year were as follows:

Members	Capacity	Annual Meetings	Attended
Dr. S.P. Zulu	Chairperson	4	6
Mrs. N. Shabalala	Member	4	6
Mr. R. Bowyer	Member	4	2

**There were two special meetings held during the year

**Mr. Bowyer attended two meetings during the year due to health reasons

** There was no vacancy on the committee during the year.

Appointment of new Audit and Performance Audi Committee members

The new APAC members were appointed with effect from 1st July 2019, for a period of three (3) years following the approval of appointment by Municipal Council;

- Mr. T.W. Tsabo – Chairperson
- Mr. D. Mpanza – Member
- Mr. J. Mhlongo – Member
- Mr. M. Litile - Member
- Mrs. N.R. Shabalala – Member (contract extended for a period of six (6) months to give support to the new members).

COMMITTEE MANDATE AND FUNCTIONING

The APAC is governed by Audit and Performance Audit Committee Charter which is regularly reviewed and was approved by the Council.

The Audit and Performance Audit Committee has complied with its responsibilities arising from section 166 of the MFMA read with Circular 65, and reports that it operated in terms of the Audit Committee Charter read in conjunction with the Internal Audit Charter.

The purpose of this report is to report work conducted by the APAC during the year and the

Committee's progress to date in carrying out its oversight responsibilities in terms of section 166 of the Municipal Finance Management Act, 2003 (Act No.56 of 2003, as amended) (MFMA), read with circular 65 published by the National Treasury for the year ended 30 June 2018.

The MFMA obliges every Municipality to establish an independent Audit Committee, which must advise the Municipal Council, Political Office Bearers, Accounting Officer and Management Staff of the Municipality on the matters relating to Internal Financial Controls , Internal Audit, Risk Management, Accounting Policies, the Adequacy, Reliability and Accuracy of Financial Reporting, Performance Management, Effective Governance, Compliance with the MFMA and annual Division of Revenue Act (DoRA) and any other applicable legislation and any other issues referred to it by the Municipality.

REVIEW AND EVALUATION OF ANNUAL FINANCIAL STATEMENTS

The Audit and Performance Audit Committee reviewed the Annual Financial Statements, to be submitted to the Office of the Auditor General and in the annual report. The APAC was invited to a meeting to discuss the audit report and management report issued by AGSA with management and EXCO.

The financial statements were prepared in accordance with South African Standards of Generally Recognised Accounting Practice and required by the Local Government: Municipal Finance Management Act.

EFFECTIVENESS OF INTERNAL CONTROLS

The Committee has considered the work performed by the Internal Audit on a quarterly basis and has reviewed the findings by the Auditor General on internal controls for the year ended 30 June 2018. The Committee notes that there has been improvement in internal controls in the areas of financial statements, performance reporting and compliance with legislation.

In line with section 62 (c) (ii) of the MFMA, Internal Audit provides the Committee and Management with reasonable assurance that the internal controls are adequate and effective. Though the 2018/2019 approved risk-based internal audit plan has not been fully achieved, Internal Audit assessed the adequacy of controls mitigating risks and the Audit and Performance Audit Committee monitored implementation of the corrective actions.

The following assurance engagements were approved in the 2018/2019 Internal Audit Plan:

- 2017/18 Annual Financial Statements review
- Section 71 reviews
- Audit of performance Information – Quarterly
- 2018/19 Interim Financial Statements review
- Supply Chain Management
- Cemetery Management
- Fleet Management
- Human Resource Management
- Project Management Unit
- Payroll
- IT: General Controls
- Asset Management
- Employee Assistance Programme

The following engagements are still in progress:

- Human Resource Management
- Payroll
- Supply Chain Management
- Quarter 4 – Audit of Performance Information

Listed hereunder are the engagements that will be rolled over to the 2019/2020 financial year:

- Asset Management
- Project Management Unit
- Employee Assistance Programme

The following areas still attention:

- Actual plans to address improvement in controls to ensure that reliable planned and actual performance is reported.
- Proper record keeping in a timely manner to ensure reliable performance information

The committee further wishes to draw attention to the following areas:

Information Systems

The Municipality has implemented a new financial system as well as HR/payroll system during the year under review to ensure compliance with the mSCOA requirements. An Internal Audit review was conducted to evaluate the effectiveness of the processes and controls surrounding the implementation of the new financial system.

The skills were not fully transferred to the system users by the service provider. The business case, Project Management Methodology as well as Project Implementation Plan were not documented prior implementation of the new system.

The Municipality had made progress to improve controls over IT systems including user access, security management and documentation of policies. Disaster Recovery Plan has not been implemented, the Municipality has appointed the service provider to address the matter and other related issues.

Resolving Internal Control Findings

The Audit and performance Audit Committee notes improvement in the extent of external and internal audit findings resolved, however recurring findings still occurred. The different oversight bodies and individuals need to improve the monitoring of implementation of corrective actions and take appropriate sanctions where audit findings are not adequately addressed.

INTERNAL AUDIT FUNCTION

The Accounting Officer is obliged, in terms of section 165 of the MFMA to ensure that the Municipality has an Internal Audit Function under the control and direction of the Audit Committee.

The Internal Audit Manager was appointed effective 03 December 2018. Currently the Internal Audit is comprised of 3 staff, namely 2 Internal Auditors under the supervision of the Internal Audit Manager.

In terms of the risk-based audit plan approved by Audit Committee, the Internal Audit has performed 75% of the planned engagements for 2018/2019 financial year; including those currently in progress. The outstanding projects will be included in the plan as rolled over projects and the approval from the APAC should be requested. The outstanding projects are the review of asset management, review of project management unit and review of employee assistance programme. During the risk assessment session conducted for

2019/2020 financial, these were also identified as risks that may pose threat to the achievement of the Municipal objectives.

RISK MANAGEMENT

The Audit Committee is responsible for the oversight of the Risk Management Function.

The Risk Management function is currently performed by 1 staff member under the supervision of Internal Audit Manager. The Risk Management function reports to the Risk Management Committee and also to the Audit and Performance Audit Committee.

To ensure the effectiveness of the Risk Management Committee, the Municipality appointed an Independent Risk Management Chairperson, and the reports of the committee are presented to the APAC.

It is important to note that the committee is expected to sit 4 times a year; however the Chairperson was also invited to two special meetings organized by APAC during the year.

The Municipality has conducted risk assessments, strategic risk assessment as well as operational risk assessment in May 2019 and June 2019 and assistance has been requested from the Provincial Treasury.

PERFORMANCE MANAGEMENT

Part of the responsibilities of the Audit and Performance Audit Committee include the Review of the Performance Management. The APAC has in terms of the performance of the Municipality reviewed the following:

- Annual Financial Statements for the year ended 30 June 2018,
- Quarterly performance evaluation reports prepared by the Internal Audit as per section 45 of the Local Government: Municipal Systems Act, No. 32 of 2000,
- Internal Audit reports,
- Financial Status of the Municipality

Inaccurate, incomplete and non-submission of portfolios of evidence have been identified and the departments are expected to improve.

INDEPENDENCE STATEMENT

The External Audit activities are performed by the Office of the Auditor General (SA). The Internal Audit activities are completed by an Internal Audit Activity that

performs the work in terms of an Internal Audit Charter and an audit plan approved by the Audit and Performance Audit Committee.

CONC
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The Audit and Performance Audit Committee is grateful for the opportunity given by the Council and Management to ensure good governance and effective service delivery at Ubuhlebezwe Municipality.

The APAC humbly request council to note the contents of this report and accept same.



Signed at Ixopo on 30 July 2019 by APAC Chairperson: TW Tsabo

APPENDIX B – DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July 2018 to 30 June 2019		
Position	**Name**	**Description of Financial Interests**
Mayor	Cllr ZD Nxumalo	None
Deputy Mayor, Exco Member	Cllr EB Ngubo	None
Exco Member	Cllr ET Shoba	None
Exco Member	Cllr GJ Ngcongo	None
Municipal Manager	Mr GM Sineke	None
Social Development Director	Ms NC Mohau	None
Infrastructure Planning & Development Director	Mrs S Ndebele	None

VOLUME II

AUDITED ANNUAL FINANCIAL STATEMENTS

2018/2019



UBUHLEBEZWE LOCAL MUNICIPALITY
(DERMACATION CODE KZN 434)
ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

uBuhlebezwe Local Municipality

(Registration number KZN 434)
Trading as uBuhlebezwe Local Municipality
Annual Financial Statements for the year ended 30 June 2019

General Information

Mayoral Committee	
His worship, The Mayor	Z D Nxumalo
	Cllr.Ngubo E.B (Deputy Mayor)
Councillors	Cllr.Mngoyama C.Z (Speaker)
	Cllr. Shabalala Z.M
	Cllr. Mkhize T.T
	Cllr.Caluza B. M
	Cllr.Ndlovu P
	Cllr.Dlamini T.C.
	Cllr.Ndlovu M.C
	Cllr. Mkhize V.C
	Cllr. Jili N.Z
	Cllr. Jili H.C
	Cllr.Ngcongo G. J
	Cllr.Maluleka S.P
	Cllr.Radebe N.G
	Cllr. Khumalo Z.C
	Cllr. Mdunge N.M
	Cllr.Mpungose P.B
	Cllr. Msimango S.M
	Cllr.Ntabeni C.N
	Cllr. Nxumalo T.B
	Cllr. Shoba E.T
	Cllr. Khuboni B.M
	Cllr. Nkontwana M.C
	Cllr. Zulu B.R.
	Cllr.Nduli B. R
	Cllr.Davids L.M
Grading of local authority	Grade 3 (In terms of Remuneration of Public Office Bearer)
Accounting Officer	G.M Sineke
Chief Finance Officer (CFO)	Ms NK Sibobi (Resigned 25 May 2019)
	Ms MP Mbatha (Acting from 01 June 2019)
Registered office	Ubuhlebezwe Local Municipality
	Margaret Street
	Ixopo
	3276
Business Address	29 Margaret Street
	Ixopo
	3276
Postal Address	P.O. Box 132
	Ixopo
	3276
Bankers	First National Bank
Auditors	Auditor General (S.A)

uBuhlebezwe Local Municipality

(Registration number KZN 434)
Trading as uBuhlebezwe Local Municipality
Annual Financial Statements for the year ended 30 June 2019

Index

The reports and statements set out below comprise the Annual Financial Statements presented to the Ubuhlebezwe Local Municipality:

	Page
Accounting Officer's Responsibilities and Approval	3
Statement of Financial Position	4
Statement of Financial Performance	5
Statement of Changes in Net Assets	6
Cash Flow Statement	7
Statement of Comparison of Budget and Actual Amounts	8 - 9
Appropriation Statement	10 - 11
Accounting Policies	12 - 28
Notes to the Annual Financial Statements	29 - 59

COID	Compensation for Occupational Injuries and Diseases
CRR	Capital Replacement Reserve
EPWP	Expended Publics Works Programme
SDL	Skills Development Levies
GRAP	Generally Recognised Accounting Practice
GAMAP	Generally Accepted Municipal Accounting Practice
HDF	Housing Development Fund
IAS	International Accounting Standards
IMFO	Institute of Municipal Finance Officers
IPSAS	International Public Sector Accounting Standards
ME's	Municipal Entities
MEC	Member of the Executive Council
MFMA	Municipal Finance Management Act
MIG	Municipal Infrastructure Grant (Previously CMIP)
FMG	Finance Management Grant
mSCOA	Municipal Standard Chart of Accounts
MPRA	Municipal Property Rates Act

Accounting Officer's Responsibilities and Approval

The accounting officer is required by the Municipal Finance Management Act (Act 56 of 2003), to maintain adequate accounting records and is responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is the responsibility of the accounting officer to ensure that the annual financial statements fairly present the state of affairs of the municipality as at the end of the financial year and the results of its operations and cash flows for the period then ended. The external auditors are engaged to express an independent opinion on the annual financial statements and was given unrestricted access to all financial records and related data.

The annual financial statements have been prepared in accordance with Standards of Generally Recognised Accounting Practice (GRAP) including any interpretations, guidelines and directives issued by the Accounting Standards Board.

The annual financial statements are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The accounting officer acknowledges that he is ultimately responsible for the system of internal financial control established by the municipality and place considerable importance on maintaining a strong control environment. To enable the accounting officer to meet these responsibilities, the accounting officer sets standards for internal control aimed at reducing the risk of error or deficit in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the municipality and all employees are required to maintain the highest ethical standards in ensuring the municipality's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the municipality is on identifying, assessing, managing and monitoring all known forms of risk across the municipality. While operating risk cannot be fully eliminated, the municipality endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The accounting officer is of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or deficit.

The accounting officer has reviewed the municipality's cash flow forecast for the year to 30 June 2020 and, in the light of this review and the current financial position, he is satisfied that the municipality has or has access to adequate resources to continue in operational existence for the foreseeable future.

The external auditors are responsible for independently auditing and reporting on the municipality's annual financial statements set out on pages 4 to 59, which have been prepared on the going concern basis, were approved by the accounting officer on 30 August 2019 and were signed on its behalf by:

G.M Sineke
Accounting Officer

Statement of Financial Position as at 30 June 2019

Figures in Rand	Note(s)	2019	2018 Restated*
ASSETS			
Current Assets			
Inventories	3	9,199,474	9,987,822
VAT receivable	4	5,300,118	4,602,892
Receivables from non-exchange transactions	5	16,631,162	7,423,087
Receivables from exchange transactions	6	5,399,714	1,995,294
Prepayments	7	-	675,156
Cash and cash equivalents	8	155,455,064	102,277,331
Investments	9	-	32,542,736
		191,985,532	**159,504,318**
Non-Current Assets			
Investment property	10	20,670,810	20,961,275
Property, plant and equipment	11	269,392,967	251,876,840
Intangible assets	12	1,403,648	212,393
Heritage assets	13	4,808,819	4,808,819
		296,276,244	**277,859,327**
TOTAL ASSETS		**488,261,776**	**437,363,645**
Liabilities			
Current Liabilities			
Payables from exchange transactions	14	32,137,702	23,536,042
Unspent conditional grants and receipts	15	1,285,554	1,163,515
Provisions	16	3,264,536	3,893,612
		36,687,792	**28,593,169**
Non-Current Liabilities			
Employee benefit obligation	17	4,668,000	6,089,000
Provisions	16	2,549,000	2,355,000
		7,217,000	**8,444,000**
TOTAL LIABILITIES		**43,904,792**	**37,037,169**
NET ASSETS		**444,356,984**	**400,326,476**
Reserves			
Housing Development	20	373,787	373,787
Accumulated surplus		443,983,197	399,952,689
TOTAL NET ASSETS		**444,356,984**	**400,326,476**

* See Note **45**

Statement of Financial Performance

Figures in Rand	Note(s)	2019	2018 Restated*
REVENUE			
Revenue from exchange transactions			
Service charges	19	2,257,263	2,155,141
Rental of facilities and equipment	21	1,074,076	923,761
Agency services		884,998	634,223
Licences and permits		2,884,673	2,710,002
Other income	22	327,895	220,901
Interest received - investment	23	13,026,783	11,001,948
Total revenue from exchange transactions		**20,455,688**	**17,645,976**
Revenue from non-exchange transactions			
Taxation revenue			
Property rates	24	21,886,399	13,681,143
Transfer revenue			
Government grants & subsidies	25	138,943,262	126,444,003
Fines, Penalties and Forfeits		901,062	1,957,000
Total revenue from non-exchange transactions		**161,730,723**	**142,082,146**
TOTAL REVENUE	18	**182,186,411**	**159,728,122**
EXPENDITURE			
Employee related costs	26	(62,083,872)	(62,333,281)
Remuneration of councillors	27	(10,182,136)	(9,901,684)
Depreciation and amortisation	28	(20,831,259)	(21,269,841)
Impairment loss/ reversal of impairments	29	(3,184,560)	(5,303,291)
Finance costs	30	(2,395)	(2,856)
Debt Impairment	31	(4,743,403)	(4,477,729)
Contracted services	32	(14,542,813)	(14,031,483)
General Expenses	33	(24,795,297)	(21,671,593)
TOTAL EXPENDITURE		**(140,365,735)**	**(138,991,758)**
Operating surplus		**41,820,676**	**20,736,364**
(Loss) gain on disposal of assets and liabilities		(460,657)	127,230
SURPLUS FOR THE YEAR		**41,360,019**	**20,863,594**

* See Note **45**

Statement of Changes in Net Assets

Figures in Rand	Housing Development Fund	Accumulated surplus	Total net assets
Balance at 01 July 2017	**373,787**	**379,089,095**	**379,462,882**
Surplus for the year	-	20,863,594	20,863,594
Total changes	-	20,863,594	20,863,594
Opening balance as previously reported	373,787	385,889,162	386,262,949
Adjustments			
Correction of errors	-	13,372,527	13,372,527
Restated* Balance at 01 July 2018 as restated*	**373,787**	**402,623,178**	**402,996,965**
Changes in net assets			
Surplus for the year	-	41,360,019	41,360,019
Balance at 30 June 2019	**373,787**	**443,983,197**	**444,356,984**

Note(s)

* See Note **45**

Cash Flow Statement

Figures in Rand	Note(s)	2019	2018 Restated*
Cash flows from operating activities			
Receipts			
Property rates		12,878,841	12,292,781
Sale of goods and services		6,678,359	2,155,141
Grants		135,403,000	146,444,000
Interest income		13,026,783	11,001,948
		167,986,983	171,893,870
Payments			
Employee related costs		(72,266,008)	(72,795,640)
Suppliers		(30,736,448)	(44,717,622)
Finance costs		(2,395)	(2,856)
Other cash item		-	2,368
		(103,004,851)	(117,513,750)
Net cash flows from operating activities	34	**64,982,132**	**54,380,120**
Cash flows from investing activities			
Purchase of property, plant and equipment	11	(41,566,182)	(38,020,020)
Proceeds from sale of property, plant and equipment	11	362,857	173,285
Purchase of investment property	10	-	(1,108,000)
Purchase of other intangible assets	12	(1,722,830)	(237,845)
Proceeds from sale of other intangible assets	12	(1)	11,397
Proceeds from sale of other assets		32,542,736	(32,573,208)
Net cash flows from investing activities		**(10,383,420)**	**(71,754,391)**
Cash flows from financing activities			
Movement in retirement benefits: post employment medical benefits		(1,421,000)	1,351,000
Net increase/(decrease) in cash and cash equivalents		**53,177,712**	**(16,023,271)**
Cash and cash equivalents at the beginning of the year		102,277,331	118,300,602
Cash and cash equivalents at the end of the year	8	**155,455,043**	**102,277,331**

* See Note **45**

Statement of Comparison of Budget and Actual Amounts

Budget on Cash Basis

Figures in Rand	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
Statement of Financial Performance						
Revenue						
Revenue from exchange transactions						
Service charges	2,090,247	(90,247)	**2,000,000**	2,257,263	**257,263**	(a)
Rental of facilities and equipment	1,000,000	-	**1,000,000**	1,074,076	**74,076**	(b)
Agency services	815,300	(70,000)	**745,300**	884,998	**139,698**	(c)
Licences and permits	3,678,900	(1,000,000)	**2,678,900**	2,884,673	**205,773**	(d)
Other income	1,306,192	86,000	**1,392,192**	327,895	**(1,064,297)**	(e)
Interest received - investment	10,000,000	4,000,000	**14,000,000**	13,026,783	**(973,217)**	(f)
Total revenue from exchange transactions	**18,890,639**	**2,925,753**	**21,816,392**	**20,455,688**	**(1,360,704)**	
Revenue from non-exchange transactions						
Taxation revenue						
Property rates	36,001,950	(14,075,227)	**21,926,723**	21,886,399	**(40,324)**	(g)
Transfer revenue						
Government grants & subsidies	148,819,096	24,750,810	**173,569,906**	138,943,262	**(34,626,644)**	(h)
Fines, Penalties and Forfeits	200,000	800,000	**1,000,000**	901,062	**(98,938)**	(i)
Total revenue from non-exchange transactions	**185,021,046**	**11,475,583**	**196,496,629**	**161,730,723**	**(34,765,906)**	
Total revenue	**203,911,685**	**14,401,336**	**218,313,021**	**182,186,411**	**(36,126,610)**	
Expenditure						
Employee related costs	(68,426,559)	570,207	**(67,856,351)**	(62,083,872)	**5,772,479**	(j)
Remuneration of councillors	(9,862,407)	(496,436)	**(10,358,844)**	(10,182,136)	**176,708**	
Depreciation and amortisation	(20,000,000)	-	**(20,000,000)**	(20,831,259)	**(831,259)**	(k)
Impairment loss/ Reversal of impairments	-	-	**-**	(3,184,560)	**(3,184,560)**	(l)
Finance costs	-	-	**-**	(2,395)	**(2,395)**	
Debt Impairment	(1,578,000)	-	**(1,578,000)**	(1,578,000)	**-**	.(l)
Other materials	(756,000)	(14,454)	**(770,454)**	-	**770,454**	(m)
Contracted Services	(21,047,892)	19,042	**(21,021,934)**	(14,542,813)	**6,479,121**	(n)
Transfers and Subsidies	(20,152,096)	(20,614,787)	**(40,766,883)**	-	**40,766,883**	(o)
Other expenditure	(24,124,744)	(384,866)	**(24,534,610)**	(27,960,700)	**(3,426,090)**	(p)
Total expenditure	**(165,947,698)**	**(20,921,294)**	**(186,887,076)**	**(140,365,735)**	**46,521,341**	
Operating surplus	**37,963,987**	**(6,519,958)**	**31,444,029**	**41,820,676**	**10,376,647**	
Loss on disposal of assets and liabilities	-	-	**-**	(460,657)	**(460,657)**	
Surplus after capital transfer & contribution	**37,963,987**	**(6,519,958)**	**31,444,029**	**41,360,019**	**9,915,990**	
Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement	**37,963,987**	**(6,519,958)**	**31,444,029**	**41,360,019**	**9,915,990**	

Statement of Comparison of Budget and Actual Amounts

Budget on Cash Basis

Figures in Rand	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference

(a) Service charges
Collection target was achieved and it includes the prior year debt.

(b) Rental of facilities
Hall hire rental targets were achieved due to increase in usage of halls..

(c) Agency Services
The collection of Traffic Department income was lower than expected which led to lower agency fees received from the Department Transport.

(d) Licences and permits
Target achieved and a great turnout from applicants in this financial year.

(e) Other income
Lower than expected due to the usage of E-portal instead of the normal process of procuring tenders

(f) Interest in investments
Receipt lower than the budget due to the flactuations of the interest rates in commercial banks.

(g) Property rates
IVariance less than 10% and within the norm.

(h) Government grants and subsidies
INEP and Housing was initially budgeted for under revenue, however there was no revenue recognised in the income statement due to changes in the accounting treatment by provincial circular.

(i) Fines, penalties and forfeits
This was due to lower fimes and penalties issued.

(j) Employee costs
This was due to reduction in overtime,post employment benefits and savings on director corporate services..

(k)Depreciation
Depreciation is inline with the budget.

(l) Impairment provision
lThe impairment is in the current year was due to current year damages and was not anticipated.

(m) Other materials
This was budgeted under general expenditure.

(n) Contracted Service
The expenditure relating to grants is accounted for in general expenses due to the implemetantion of the mSCOA alighnments.

(q) General Expenditure
This is due to the mSCOA alignment where allocations were classified to general expenditure instead of contracted services.

(r) Finance costs
Interest on late payment of Eskom was not budgted for.

The accounting policies on pages 12 to 28 and the notes on pages 29 to 59 form an integral part of the annual financial statements.

Appropriation Statement

Figures in Rand	Original budget	Budget adjustments (i.t.o. s28 and s31 of the MFMA)	Final adjustments budget	Shifting of funds (i.t.o. s31 of the MFMA)	Virement (i.t.o. council approved policy)	Final budget	Actual outcome	Unauthorised expenditure	Variance	Actual outcome as % of final budget	Actual outcome as % of original budget
2019											
Financial Performance											
Property rates	36,001,950	(14,075,227)	21,926,723	-		21,926,723	21,886,399		(40,324)	100 %	61 %
Service charges	2,090,247	(90,247)	2,000,000	-		2,000,000	2,257,263		257,263	113 %	108 %
Investment revenue	10,000,000	4,000,000	14,000,000	-		14,000,000	13,026,783		(973,217)	93 %	130 %
Transfers recognised - operational	148,819,096	10,154,756	158,973,852	-		158,973,852	108,842,563		(50,131,289)	68 %	73 %
Other own revenue	7,000,392	(184,000)	6,816,392	-		6,816,392	6,072,704		(743,688)	89 %	87 %
Total revenue (excluding capital transfers and contributions)	**203,911,685**	**(194,718)**	**203,716,967**	**-**		**203,716,967**	**152,085,712**		**(51,631,255)**	**75 %**	**75 %**
Employee costs	(68,686,949)	-	(68,686,949)	-	-	(68,686,949)	(62,083,872)	-	6,603,077	90 %	90 %
Remuneration of councillors	(9,962,311)	(299,967)	(10,262,278)	-	-	(10,262,278)	(10,182,136)	-	80,142	99 %	102 %
Debt impairment	(1,578,000)	-	(1,578,000)			(1,578,000)	(4,743,403)	-	(3,165,403)	301 %	301 %
Depreciation and asset impairment	(20,000,000)	-	(20,000,000)			(20,000,000)	(24,015,819)	-	(4,015,819)	120 %	120 %
Finance charges	-	-	-	-	-	-	(2,395)	-	(2,395)	DIV/0 %	DIV/0 %
Other expenditure	(65,741,351)	(6,183,056)	(71,924,407)	-	-	(71,924,407)	(39,798,767)	-	32,125,640	55 %	61 %
Total expenditure	**(165,968,611)**	**(6,483,023)**	**(172,451,634)**	**-**	**-**	**(172,451,634)**	**(140,826,392)**	**-**	**31,625,242**	**82 %**	**85 %**
Surplus/(Deficit)	**37,943,074**	**(6,677,741)**	**31,265,333**	**-**		**31,265,333**	**11,259,320**		**(20,006,013)**	**36 %**	**30 %**

Appropriation Statement

Figures in Rand

	Original budget	Budget adjustments (i.t.o. s28 and s31 of the MFMA)	Final adjustments budget	Shifting of funds (i.t.o. s31 of the MFMA)	Virement (i.t.o. council approved policy)	Final budget	Actual outcome	Unauthorised expenditure	Variance	Actual outcome as % of final budget	Actual outcome as % of original budget
Transfers recognised - capital	-	-	-	-		-	30,100,69		30,100,699 %	DIV/0 %	DIV/0
Surplus (Deficit) after capital transfers and contributions	**37,943,074**	**(6,677,741)**	**31,265,333**	**-**		**31,265,333**	**41,360,01 9**		**10,094,686 %**	**132 %**	**109**
Surplus/(Deficit) for the year	**37,943,074**	**(6,677,741)**	**31,265,333**	**-**		**31,265,333**	**41,360,01**		**10,094,686**	**132 %**	**109 %**

Accounting Policies

1. Presentation of Annual Financial Statements

The annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP), issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act (Act 56 of 2003).

These annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, unless specified otherwise. They

A summary of the significant accounting policies, which have been consistently applied in the preparation of these annual financial statements, are disclosed below.

1.1 Presentation currency

These annual financial statements are presented in South African Rand, which is the functional currency of the municipality.

1.2 Going concern assumption

These annual financial statements have been prepared based on the expectation that the municipality will continue to operate as a going concern for at least the next 12 months.

1.3 Significant judgements and sources of estimation uncertainty

In preparing the annual financial statements, management is required to make estimates and assumptions that affect the amounts represented in the annual financial statements and related disclosures. Use of available information and the application of judgement is inherent in the formation of estimates. Actual results in the future could differ from these estimates which may be material to the annual financial statements. Significant judgements include:

Trade receivables

The municipality assesses its trade receivables, held to maturity investments and loans and receivables for impairment at the end of each reporting period. In determining whether an impairment loss should be recorded in surplus or deficit, the municipalty makes judgements as to whether there is observable data indicating a measurable decrease in the estimated future cash flows from a financial asset.

The impairment for trade receivables, held to maturity investments and loans and receivables is calculated on a portfolio basis, based on historical loss ratios, adjusted for national and industry-specific economic conditions and other indicators present at the reporting date that correlate with defaults on the portfolio. These annual loss ratios are applied to loan balances in the portfolio and scaled to the estimated loss emergence period.

Impairment testing

The recoverable amounts of cash-generating units and individual assets have been determined based on the higher of value-in-use calculations and fair values less costs to sell. These calculations require the use of estimates and assumptions. It is reasonably possible that assumptions may change which may then impact our estimations and may then require a material adjustment to the carrying value of computer software and tangible assets.

The municipality reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. In addition, computer software is tested on an annual basis for impairment. Assets are grouped at the lowest level for which identifiable cash flows are largely independent of cash flows of other assets and liabilities. If there are indications that impairment may have occurred, estimates are prepared of expected future cash flows for each group of assets. Expected future cash flows used to determine the value in use of computer software and tangible assets are inherently uncertain and could materially change over time. They are significantly affected by a number of factors.

Provisions

Provisions were raised and management determined an estimate based on the information available. Additional disclosure of these estimates of provisions are included in note 16 - Provisions.

Accounting Policies

1.3 Significant judgements and sources of estimation uncertainty (continued)

Post retirement benefits

The present value of the post retirement obligation depends on a number of factors that are determined on an actuarial basis using a number of assumptions. The assumptions used in determining the net cost (income) include the discount rate. Any changes in these assumptions will impact on the carrying amount of post retirement obligations.

The municipality determines the appropriate discount rate at the end of each year. This is the interest rate that should be used to determine the present value of estimated future cash outflows expected to be required to settle the pension obligations. In determining the appropriate discount rate, the municipality considers the interest rates of high-quality corporate bonds that are denominated in the currency in which the benefits will be paid, and that have terms to maturity approximating the terms of the related pension liability.

Other key assumptions for pension obligations are based on current market conditions. Additional information is disclosed in Note 17.

1.4 Investment property

Investment property is property (land or a building - or part of a building - or both) held to earn rentals or for capital appreciation or both, rather than for:

- use in the production or supply of goods or services or for
- administrative purposes, or
- sale in the ordinary course of operations.

Owner-occupied property is property held for use in the production or supply of goods or services or for administrative purposes.

Investment property is recognised as an asset when, it is probable that the future economic benefits or service potential that are associated with the investment property will flow to the municipality, and the cost or fair value of the investment property can be measured reliably.

Investment property is initially recognised at cost. Transaction costs are included in the initial measurement.

Where investment property is acquired through a non-exchange transaction, its cost is its fair value as at the date of acquisition.

Costs include costs incurred initially and costs incurred subsequently to add to, or to replace a part of, or service a property. If a replacement part is recognised in the carrying amount of the investment property, the carrying amount of the replaced part is derecognised.

Subsequent measurement

Investment property is carried at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is provided to write down the cost, less estimated residual value by equal installments over the useful life of the property, which is as follows:

Item	Useful life
Property - land	indefinite
Property - buildings	30 years

Compensation from third parties for investment property that was impaired, lost or given up is recognised in surplus or deficit when the compensation becomes receivable.

When classification is difficult, the criteria used to distinguish investment property from owner-occupied property and from property held for sale in the ordinary course of operations, including the nature or type of properties classified as held for strategic purposes, are as follows:

The municipality separately discloses expenditure to repair and maintain investment property in the notes to the annual financial statements (see note).

Accounting Policies

1.4 Investment property (continued)

The municipality discloses relevant information relating to assets under construction or development, in the notes to the annual financial statements (see note).

1.5 Property, plant and equipment

Property, plant and equipment are tangible non-current assets (including infrastructure assets) that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one period.

The cost of an item of property, plant and equipment is recognised as an asset when:

- it is probable that future economic benefits or service potential associated with the item will flow to the municipality; and
- the cost of the item can be measured reliably.

Property, plant and equipment is initially measured at cost.

The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Trade discounts and rebates are deducted in arriving at the cost.

Where an asset is acquired through a non-exchange transaction, its cost is its fair value as at date of acquisition.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located is also included in the cost of property, plant and equipment, where the entity is obligated to incur such expenditure, and where the obligation arises as a result of acquiring the asset or using it for purposes other than the production of inventories.

Recognition of costs in the carrying amount of an item of property, plant and equipment ceases when the item is in the location and condition necessary for it to be capable of operating in the manner intended by management.

Items such as spare parts, standby equipment and servicing equipment are recognised when they meet the definition of the following areas involve a significant degree of estimation and uncertainity. Any remaining inspection costs from .

Major inspection costs which are a condition of continuing use of an item of property, plant and equipment and which meet the recognition criteria above are included as a replacement in the cost of the item of property, plant and equipment. Any remaining inspection costs from the previous inspection are derecognised.

Subsequent measurement

Property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses, unless a specific decision has been taken to revalue a certain class of assets and in such instance property,plant and equipment will be valued using the revaluation model.

Any decrease in an asset’s carrying amount, as a result of a revaluation, is recognised in surplus or deficit in the current period. The decrease is debited in revaluation surplus to the extent of any credit balance existing in the revaluation surplus in respect of that asset.

The useful lives of items of the following areas involve a significant degree of estimation and uncertainty has been assessed as follows:

Accounting Policies

1.5 Property, plant and equipment (continued)

Item	Depreciation method	Average useful life in years
Land	Straight line	Infinite
Buildings	Straight line	25 - 30
Finance Lease Assets	Straight line	3
Plant and Equipment	Straight line	10 -20
Furniture and office equipment	Straight line	5-15
Motor vehicles	Straight line	7
Computer equipment	Straight line	5-10
Infrastructure - Cemeteries	Straight line	15-30
Machinery and equipment	Straight line	5-15
Infrastructure - Electricity	Straight line	15 -30
Infrastructure - Road	Straight line	15 - 55
Infrastructure - Solid Waste Disposal	Straight line	10 - 55
Specialised vehicles	Straight line	10-20

The depreciable amount of an asset is allocated on a systematic basis over its useful life.

Each part of an item of with a cost that is significant in relation to the total cost of the item is depreciated separately.

The depreciation method used reflects the pattern in which the asset's future economic benefits or service potential are expected to be consumed by the municipality. The depreciation method applied to an asset is reviewed at least at each reporting date and, if there has been a significant change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the method is changed to reflect the changed pattern. Such a change is accounted for as a change in an accounting estimate.

The municipality assesses at each reporting date whether there is any indication that the municipality expectations about the residual value and the useful life of an asset have changed since the preceding reporting date. If any such indication exists, the municipality revises the expected useful life and/or residual value accordingly. The change is accounted for as a change in an accounting estimate.

The depreciation charge for each period is recognised in surplus or deficit unless it is included in the carrying amount of another asset.

Items of property, plant and equipment are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use of the asset.

The gain or loss arising from the derecognition of an item of property, plant and equipment is included in surplus or deficit when the item is derecognised. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

Assets which the municipality holds for rentals to others and subsequently routinely sell as part of the ordinary course of activities, are transferred to inventories when the rentals end and the assets are available-for-sale. Proceeds from sales of these assets are recognised as revenue. All cash flows on these assets are included in cash flows from operating activities in the cash flow statement.

The municipality separately discloses expenditure to repair and maintain property, plant and equipment in the notes to the financial statements (see note 11).

The municipality discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 11).

Accounting Policies

1.6 Intangible assets

An asset is identifiable if it either:

- is separable, i.e. is capable of being separated or divided from an entity and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, identifiable assets or liability, regardless of whether the entity intends to do so; or
- arises from binding arrangements (including rights from contracts), regardless of whether those rights are transferable or separable from the municipality or from other rights and obligations.

A binding arrangement describes an arrangement that confers similar rights and obligations on the parties to it as if it were in the form of a contract.

An intangible asset is recognised when:

- it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the municipality; and
- the cost or fair value of the asset can be measured reliably.

The municipality assesses the probability of expected future economic benefits or service potential using reasonable and supportable assumptions that represent management's best estimate of the set of economic conditions that will exist over the useful life of the asset.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost at the date of acquisition is measured at its fair value as at that date.

Expenditure on research (or on the research phase of an internal project) is recognised as an expense when it is incurred.

An intangible asset arising from development (or from the development phase of an internal project) is recognised when:

- it is technically feasible to complete the asset so that it will be available for use or sale.
- there is an intention to complete and use or sell it.
- there is an ability to use or sell it.
- it will generate probable future economic benefits or service potential.
- there are available technical, financial and other resources to complete the development and to use or sell the asset.
- the expenditure attributable to the asset during its development can be measured reliably.

Intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows or service potential. Amortisation is not provided for these intangible assets, but they are tested for impairment annually and whenever there is an indication that the asset may be impaired. For all other intangible assets amortisation is provided on a straight line basis over their useful life.

The amortisation period and the amortisation method for intangible assets are reviewed at each reporting date.

Reassessing the useful life of an intangible asset with a finite useful life after it was classified as indefinite is an indicator that the asset may be impaired. As a result the asset is tested for impairment and the remaining carrying amount is amortised over its useful life.

Internally generated brands, mastheads, publishing titles, customer lists and items similar in substance are not recognised as intangible assets.Internall generated goodwill is not recognised as an intangible asset

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

Item	Depreciation method	Average useful life
Computer software, other	Straight line	3

The municipality discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 11).

Accounting Policies

1.6 Intangible assets (continued)

Intangible assets are derecognised:

- on disposal; or
- when no future economic benefits or service potential are expected from its use or disposal.

1.7 Heritage assets

Heritage assets are assets that have a cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

An impairment loss of a cash-generating asset is the amount by which the carrying amount of an asset exceeds its recoverable amount.

An impairment loss of a non-cash-generating asset is the amount by which the carrying amount of an asset exceeds its recoverable service amount.

An inalienable item is an asset that an municipality is required by law or otherwise to retain indefinitely and cannot be disposed of without consent.

Recoverable amount is the higher of a cash-generating asset's net selling price and its value in use.

Recoverable service amount is the higher of a non-cash-generating asset's fair value less costs to sell and its value in use.

Value in use of a cash-generating asset is the present value of the future cash flows expected to be derived from an asset or cash-generating unit.

Value in use of a non-cash-generating asset is the present value of the asset's remaining service potential.

The municipality separately discloses expenditure to repair and maintain heritage assets in the notes to the financial statements (see note 13).

The municipality discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 13).

Recognition

The municipality recognises a heritage asset as an asset if it is probable that future economic benefits or service potential associated with the asset will flow to the municipality, and the cost or fair value of the asset can be measured reliably.

Initial measurement

Heritage assets are measured at cost.

Where a heritage asset is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

Subsequent measurement

After recognition as an asset, a class of heritage assets is carried at its cost less any accumulated impairment losses.

After recognition as an asset, a class of heritage assets, whose fair value can be measured reliably, is carried at a revalued amount, being its fair value at the date of the revaluation less any subsequent impairment losses.

If a heritage asset's carrying amount is increased as a result of a revaluation, the increase is credited directly to a revaluation surplus. However, the increase is recognised in surplus or deficit to the extent that it reverses a revaluation decrease of the same heritage asset previously recognised in surplus or deficit.

If a heritage asset's carrying amount is decreased as a result of a revaluation, the decrease is recognised in surplus or deficit. However, the decrease is debited directly to a revaluation surplus to the extent of any credit balance existing in the revaluation surplus in respect of that heritage asset.

Accounting Policies

1.8 Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or a residual interest of another entity.

The amortised cost of a financial asset or financial liability is the amount at which the financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortisation using the effective interest method of any difference between that initial amount and the maturity amount, and minus any reduction (directly or through the use of an allowance account) for impairment or uncollectibility.

A concessionary loan is a loan granted to or received by an entity on terms that are not market related.

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

The effective interest method is a method of calculating the amortised cost of a financial asset or a financial liability (or group of financial assets or financial liabilities) and of allocating the interest income or interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments or receipts through the expected life of the financial instrument or, when appropriate, a shorter period to the net carrying amount of the financial asset or financial liability. When calculating the effective interest rate, an entity shall estimate cash flows considering all contractual terms of the financial instrument (for example, prepayment, call and similar options) but shall not consider future credit losses. The calculation includes all fees and points paid or received between parties to the contract that are an integral part of the effective interest rate (see the Standard of GRAP on Revenue from Exchange Transactions), transaction costs, and all other premiums or discounts. There is a presumption that the cash flows and the expected life of a group of similar financial instruments can be estimated reliably. However, in those rare cases when it is not possible to reliably estimate the cash flows or the expected life of a financial instrument (or group of financial instruments), the entity shall use the contractual cash flows over the full contractual term of the financial instrument (or group of financial instruments).

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable willing parties in an arm's length transaction.

A financial asset is:

- cash;
- a residual interest of another entity; or
- a contractual right to:
  - receive cash or another financial asset from another entity; or
  - exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity.

A financial guarantee contract is a contract that requires the issuer to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make payment when due in accordance with the original or modified terms of a debt instrument.

A financial liability is any liability that is a contractual obligation to:

- deliver cash or another financial asset to another entity; or
- exchange financial assets or financial liabilities under conditions that are potentially unfavourable to the entity.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

Liquidity risk is the risk encountered by an entity in the event of difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

Loan commitment is a firm commitment to provide credit under pre-specified terms and conditions.

Loans payable are financial liabilities, other than short-term payables on normal credit terms.

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk.

Accounting Policies

1.8 Financial instruments (continued)

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market.

A financial asset is past due when a counterparty has failed to make a payment when contractually due.

A residual interest is any contract that manifests an interest in the assets of an entity after deducting all of its liabilities. A residual interest includes contributions from owners, which may be shown as:

- equity instruments or similar forms of unitised capital;
- a formal designation of a transfer of resources (or a class of such transfers) by the parties to the transaction as forming part of an entity's net assets, either before the contribution occurs or at the time of the contribution; or
- a formal agreement, in relation to the contribution, establishing or increasing an existing financial interest in the net assets of an entity.

Transaction costs are incremental costs that are directly attributable to the acquisition, issue or disposal of a financial asset or financial liability. An incremental cost is one that would not have been incurred if the entity had not acquired, issued or disposed of the financial instrument.

Financial instruments at amortised cost are non-derivative financial assets or non-derivative financial liabilities that have fixed or determinable payments, excluding those instruments that:

- the entity designates at fair value at initial recognition; or
- are held for trading.

Financial instruments at cost are investments in residual interests that do not have a quoted market price in an active market, and whose fair value cannot be reliably measured.

Financial instruments at fair value comprise financial assets or financial liabilities that are:

- derivatives;
- combined instruments that are designated at fair value;
- instruments held for trading. A financial instrument is held for trading if:
  - it is acquired or incurred principally for the purpose of selling or repurchasing it in the near-term; or
  - on initial recognition it is part of a portfolio of identified financial instruments that are managed together and for which there is evidence of a recent actual pattern of short term profit-taking;
  - non-derivative financial assets or financial liabilities with fixed or determinable payments that are designated at fair value at initial recognition; and
  - financial instruments that do not meet the definition of financial instruments at amortised cost or financial instruments at cost.

Initial recognition

The entity recognises a financial asset or a financial liability in its statement of financial position when the entity becomes a party to the contractual provisions of the instrument.

The entity recognises financial assets using trade date accounting.

Subsequent measurement of financial assets and financial liabilities

The entity measures all financial assets and financial liabilities after initial recognition using the following categories:

- Financial instruments at fair value.
- Financial instruments at amortised cost.
- Financial instruments at cost.

All financial assets measured at amortised cost, or cost, are subject to an impairment review.

1.9 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

Accounting Policies

1.9 Leases (continued)

When a lease includes both land and buildings elements, the entity assesses the classification of each element separately.

Finance leases - lessee

Finance leases are recognised as assets and liabilities in the statement of financial position at amounts equal to the fair value of the leased property or, if lower, the present value of the minimum lease payments. The corresponding liability to the lessor is included in the statement of financial position as a finance lease obligation.

The discount rate used in calculating the present value of the minimum lease payments is the interest rate implicit in the lease.

Minimum lease payments are apportioned between the finance charge and reduction of the outstanding liability. The finance charge is allocated to each period during the lease term so as to produce a constant periodic rate of on the remaining balance of the liability.

Any contingent rents are expensed in the period in which they are incurred.

Operating leases - lessor

Operating lease revenue is recognised as revenue on a straight-line basis over the lease term.

Initial direct costs incurred in negotiating and arranging operating leases are added to the carrying amount of the leased asset and recognised as an expense over the lease term on the same basis as the lease revenue.

The aggregate cost of incentives is recognised as a reduction of rental revenue over the lease term on a straight-line basis.

The aggregate benefit of incentives is recognised as a reduction of rental expense over the lease term on a straight-line basis.

Income for leases is disclosed under revenue in statement of financial performance.

1.10 Inventories

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, then their costs are their fair value as at the date of acquisition.

Subsequently inventories are measured at the lower of cost and net realisable value.

Inventories are measured at the lower of cost and current replacement cost where they are held for;

- distribution at no charge or for a nominal charge; or
- consumption in the production process of goods to be distributed at no charge or for a nominal charge.

Net realisable value is the estimated selling price in the ordinary course of operations less the estimated costs of completion and the estimated costs necessary to make the sale, exchange or distribution.

Current replacement cost is the cost the municipality incurs to acquire the asset on the reporting date.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition.

The cost of inventories of items that are not ordinarily interchangeable and goods or services produced and segregated for specific projects is assigned using specific identification of the individual costs.

The cost of inventories is assigned using the first-in, first-out (FIFO) formula. The same cost formula is used for all inventories having a similar nature and use to the municipality.

Accounting Policies

1.10 Inventories (continued)

When inventories are sold, the carrying amounts of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expenses are recognised when the goods are distributed, or related services are rendered. The amount of any write-down of inventories to net realisable value or current replacement cost and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

1.11 Impairment of cash-generating assets

Cash-generating assets are assets used with the objective of generating a commercial return. Commercial return means that positive cash flows are expected to be significantly higher than the cost of the asset.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

A cash-generating unit is the smallest identifiable group of assets used with the objective of generating a commercial return that generates cash inflows from continuing use that are largely independent of the cash inflows from other assets or groups of assets.

Costs of disposal are incremental costs directly attributable to the disposal of an asset, excluding finance costs and income tax expense.

Depreciation (Amortisation) is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Recoverable amount of an asset or a cash-generating unit is the higher of its fair value less costs to sell and its value in use.

Useful life is either:

- the period of time over which an asset is expected to be used by the municipality; or
- the number of production or similar units expected to be obtained from the asset by the municipality.

1.12 Impairment of non-cash-generating assets

Non-cash-generating assets are assets other than cash-generating assets.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

A cash-generating unit is the smallest identifiable group of assets managed with the objective of generating a commercial return that generates cash inflows from continuing use that are largely independent of the cash inflows from other assets or groups of assets.

Costs of disposal are incremental costs directly attributable to the disposal of an asset, excluding finance costs and income tax expense.

Depreciation (Amortisation) is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Recoverable service amount is the higher of a non-cash-generating asset's fair value less costs to sell and its value in use.

Accounting Policies

1.12 Impairment of non-cash-generating assets (continued)

Useful life is either:

- the period of time over which an asset is expected to be used by the municipality; or
- the number of production or similar units expected to be obtained from the asset by the municipality.

1.13 Share capital / contributed capital

An equity instrument is any contract that evidences a residual interest in the assets of a municipality after deducting all of its liabilities.

1.14 Employee benefits

Short-term employee benefits

The cost of short-term employee benefits, (those payable within 12 months after the service is rendered, such as paid vacation leave and sick leave, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs.

The expected cost of surplus sharing and bonus payments is recognised as an expense when there is a legal or constructive obligation to make such payments as a result of past performance.

Defined contribution plans

Payments to defined contribution retirement benefit plans are charged as an expense as they fall due.

Payments made to industry-managed (or state plans) retirement benefit schemes are dealt with as defined contribution plans where the entity's obligation under the schemes is equivalent to those arising in a defined contribution retirement benefit plan.

Accounting Policies

1.14 Employee benefits (continued)

Defined benefit plans

For defined benefit plans the cost of providing the benefits is determined using the projected credit method.

Actuarial valuations are conducted on an annual basis by independent actuaries separately for each plan.

Consideration is given to any event that could impact the funds up to end of the reporting period where the interim valuation is performed at an earlier date.

Past service costs are recognised immediately to the extent that the benefits are already vested, and are otherwise amortised on a straight line basis over the average period until the amended benefits become vested.

To the extent that, at the beginning of the financial period, any cumulative unrecognised actuarial gain or loss exceeds ten percent of the greater of the present value of the projected benefit obligation and the fair value of the plan assets (the corridor), that portion is recognised in surplus or deficit over the expected average remaining service lives of participating employees. Actuarial gains or losses within the corridor are not recognised.

Gains or losses on the curtailment or settlement of a defined benefit plan is recognised when the entity is demonstrably committed to curtailment or settlement.

When it is virtually certain that another party will reimburse some or all of the expenditure required to settle a defined benefit obligation, the right to reimbursement is recognised as a separate asset. The asset is measured at fair value. In all other respects, the asset is treated in the same way as plan assets. In surplus or deficit, the expense relating to a defined benefit plan is presented as the net of the amount recognised for a reimbursement.

The amount recognised in the statement of financial position represents the present value of the defined benefit obligation as adjusted for unrecognised actuarial gains and losses and unrecognised past service costs, and reduces by the fair value of plan assets.

Any asset is limited to unrecognised actuarial losses and past service costs, plus the present value of available refunds and reduction in future contributions to the plan.

1.15 Provisions and contingencies

Provisions are recognised when:

- the municipality has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation.

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

Where some or all of the expenditure required to settle a provision is expected to be reimbursed by another party, the reimbursement is recognised when, and only when, it is virtually certain that reimbursement will be received if the municipality settles the obligation. The reimbursement is treated as a separate asset. The amount recognised for the reimbursement does not exceed the amount of the provision.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

Accounting Policies

1.15 Provisions and contingencies (continued)

Where discounting is used, the carrying amount of a provision increases in each period to reflect the passage of time. This increase is recognised as an interest expense.

A provision is used only for expenditures for which the provision was originally recognised.

Provisions are not recognised for future operating surplus .

If an entity has a contract that is onerous, the present obligation (net of recoveries) under the contract is recognised and measured as a provision.

Contingent assets and contingent liabilities are not recognised. Contingencies are disclosed in note 37.

A financial guarantee contract is a contract that requires the issuer to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make payment when due in accordance with the original or modified terms of a debt instrument.

1.16 Commitments

Items are classified as commitments when an entity has committed itself to future transactions that will normally result in the outflow of cash.

Disclosures are required in respect of unrecognised contractual commitments.

Commitments for which disclosure is necessary to achieve a fair presentation should be disclosed in a note to the financial statements, if both the following criteria are met:

- Contracts should be non-cancellable or only cancellable at significant cost (for example, contracts for computer or building maintenance services); and
- Contracts should relate to something other than the routine, steady, state business of the entity – therefore salary commitments relating to employment contracts or social security benefit commitments are excluded.

1.17 Revenue from exchange transactions

Revenue is the gross inflow of economic benefits or service potential during the reporting period when those inflows result in an increase in net assets, other than increases relating to contributions from owners.

An exchange transaction is one in which the municipality receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services or use of assets) to the other party in exchange.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm’s length transaction.

1.18 Revenue from non-exchange transactions

Revenue comprises gross inflows of economic benefits or service potential received and receivable by a municipality, which represents an increase in net assets, other than increases relating to contributions from owners.

Conditions on transferred assets are stipulations that specify that the future economic benefits or service potential embodied in the asset is required to be consumed by the recipient as specified or future economic benefits or service potential must be returned to the transferor.

Control of an asset arise when the municipality can use or otherwise benefit from the asset in pursuit of its objectives and can exclude or otherwise regulate the access of others to that benefit.

Exchange transactions are transactions in which one entity receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of cash, goods, services, or use of assets) to another entity in exchange.

Expenses paid through the tax system are amounts that are available to beneficiaries regardless of whether or not they pay taxes.

Accounting Policies

1.18 Revenue from non-exchange transactions (continued)

Fines are economic benefits or service potential received or receivable by entities, as determined by a court or other law enforcement body, as a consequence of the breach of laws or regulations.

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, a municipality either receives value from another municipality without directly giving approximately equal value in exchange, or gives value to another municipality without directly receiving approximately equal value in exchange.

Restrictions on transferred assets are stipulations that limit or direct the purposes for which a transferred asset may be used, but do not specify that future economic benefits or service potential is required to be returned to the transferor if not deployed as specified.

Stipulations on transferred assets are terms in laws or regulation, or a binding arrangement, imposed upon the use of a transferred asset by entities external to the reporting municipality.

Tax expenditures are preferential provisions of the tax law that provide certain taxpayers with concessions that are not available to others.

The taxable event is the event that the government, legislature or other authority has determined will be subject to taxation.

Taxes are economic benefits or service potential compulsorily paid or payable to entities, in accordance with laws and or regulations, established to provide revenue to government. Taxes do not include fines or other penalties imposed for breaches of the law.

Transfers are inflows of future economic benefits or service potential from non-exchange transactions, other than taxes.

Recognition

An inflow of resources from a non-exchange transaction recognised as an asset is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As the municipality satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Measurement

Revenue from a non-exchange transaction is measured at the amount of the increase in net assets recognised by the municipality.

When, as a result of a non-exchange transaction, the municipality recognises an asset, it also recognises revenue equivalent to the amount of the asset measured at its fair value as at the date of acquisition, unless it is also required to recognise a liability. Where a liability is required to be recognised it will be measured as the best estimate of the amount required to settle the obligation at the reporting date, and the amount of the increase in net assets, if any, recognised as revenue. When a liability is subsequently reduced, because the taxable event occurs or a condition is satisfied, the amount of the reduction in the liability is recognised as revenue.

Fines

Fines are recognised as revenue when the receivable meets the definition of an asset and satisfies the criteria for recognition as an asset.

Assets arising from fines are measured at the best estimate of the inflow of resources to the municipality.

Where the municipality collects fines in the capacity of an agent, the fine will not be revenue of the collecting entity.

Accounting Policies

1.19 Comparative figures

All municipalities are required to comply with mScoa as from the 1st July 2017. uBuhlebezwe Local Municipality have implemented the mScoa and comparative figures have been reclassified to conform to changes in presentation in the current year.

1.20 Unauthorised expenditure

Unauthorised expenditure means:

- overspending of a vote or a main division within a vote; and
- expenditure not in accordance with the purpose of a vote or, in the case of a main division, not in accordance with the purpose of the main division.

All expenditure relating to unauthorised expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

1.21 Fruitless and wasteful expenditure

Fruitless expenditure means expenditure which was made in vain and would have been avoided had reasonable care been exercised.

All expenditure relating to fruitless and wasteful expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

1.22 Irregular expenditure

Irregular expenditure as defined in section 1 of the MFMA is expenditure other than unauthorised expenditure, incurred in contravention of or that is not in accordance with a requirement of any applicable legislation, including -

(a) this Act; or
(b) the State Tender Board Act, 1968 (Act No. 86 of 1968), or any regulations made in terms of the Act; or
(c) any provincial legislation providing for procurement procedures in that provincial government.

National Treasury practice note no. 4 of 2008/2009 which was issued in terms of sections 76(1) to 76(4) of the MFMA requires the following (effective from 1 April 2008):

Irregular expenditure that was incurred and identified during the current financial and which was condoned before year end and/or before finalisation of the financial statements must also be recorded appropriately in the irregular expenditure register. In such an instance, no further action is also required with the exception of updating the note to the financial statements.

Irregular expenditure that was incurred and identified during the current financial year and for which condonement is being awaited at year end must be recorded in the irregular expenditure register. No further action is required with the exception of updating the note to the financial statements.

Where irregular expenditure was incurred in the previous financial year and is only condoned in the following financial year, the register and the disclosure note to the financial statements must be updated with the amount condoned.

Irregular expenditure that was incurred and identified during the current financial year and which was not condoned by the National Treasury or the relevant authority must be recorded appropriately in the irregular expenditure register. If liability for the irregular expenditure can be attributed to a person, a debt account must be created if such a person is liable in law. Immediate steps must thereafter be taken to recover the amount from the person concerned. If recovery is not possible, the accounting officer or accounting authority may write off the amount as debt impairment and disclose such in the relevant note to the financial statements. The irregular expenditure register must also be updated accordingly. If the irregular expenditure has not been condoned and no person is liable in law, the expenditure related thereto must remain against the relevant programme/expenditure item, be disclosed as such in the note to the financial statements and updated accordingly in the irregular expenditure register.

Accounting Policies

1.22 Irregular expenditure (continued)

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the economic entity's supply chain management policy. Irregular expenditure excludes unauthorised expenditure. Irregular expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

1.23 Budget information

Municipality are typically subject to budgetary limits in the form of appropriations or budget authorisations (or equivalent), which is given effect through authorising legislation, appropriation or similar.

General purpose financial reporting by municipality shall provide information on whether resources were obtained and used in accordance with the legally adopted budget.

The approved budget is prepared on a cash basis and presented by economic classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 01/07/2017 to 30/06/2021.

The budget for the economic entity includes all the entities approved budgets under its control.

The annual financial statements and the budget are on the same basis of accounting therefore a comparison with the budgeted amounts for the reporting period have been included in the Statement of comparison of budget and actual amounts.

1.24 Related parties

A related party is a person or an entity with the ability to control or jointly control the other party, or exercise significant influence over the other party, or vice versa, or an entity that is subject to common control, or joint control.

Control is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities.

Joint control is the agreed sharing of control over an activity by a binding arrangement, and exists only when the strategic financial and operating decisions relating to the activity require the unanimous consent of the parties sharing control (the venturers).

Related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party, regardless of whether a price is charged.

Significant influence is the power to participate in the financial and operating policy decisions of an entity, but is not control over those policies.

Management are those persons responsible for planning, directing and controlling the activities of the municipality, including those charged with the governance of the municipality in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are considered to be those family members who may be expected to influence, or be influenced by, that management in their dealings with the municipality.

The municipality is exempt from disclosure requirements in relation to related party transactions if that transaction occurs within normal supplier and/or client/recipient relationships on terms and conditions no more or less favourable than those which it is reasonable to expect the municipality to have adopted if dealing with that individual entity or person in the same circumstances and terms and conditions are within the normal operating parameters established by that reporting entity's legal mandate.

Where the municipality is exempt from the disclosures in accordance with the above, the municipality discloses narrative information about the nature of the transactions and the related outstanding balances, to enable users of the entity's financial statements to understand the effect of related party transactions on its annual financial statements.

Accounting Policies

1.25 Events after reporting date

Events after reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
- those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

The municipality will adjust the amount recognised in the financial statements to reflect adjusting events after the reporting date once the event occurred.

The municipality will disclose the nature of the event and an estimate of its financial effect or a statement that such estimate cannot be made in respect of all material non-adjusting events, where non-disclosure could influence the economic decisions of users taken on the basis of the financial statements.

1.26 Principal and Agent arrangements

Identification

A principal-agent arrangement results from a binding arrangement in which one entity (an agent), undertakes transactions with third parties on behalf, and for the benefit of, another entity (the principal).

Accounting by agent

An agent recognises only that portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal).

An agent does not recognise expenses it incurs on behalf of the principal in its statement of financial performance. The result of the transaction with third parties, in this case suppliers, results in the principal having the ability to use all, or substantially all, of the resources related to that transaction and not the agent.

Recognising assets and liabilities as an agent

The Framework for the Preparation and Presentation of Financial Statements requires, inter-alia, that an entity must control an asset, as a result of a past event, before it can be recognised in the statement of financial position. Consequently, an agent assesses whether the resources it holds as a result of undertaking transactions with third parties on behalf of the principal are under its control and would otherwise meet the definition and recognition criteria for such assets in accordance with other Standards of GRAP.

Where an agent holds cash or other monetary assets on behalf of its principal, it is necessary to assess whether this should be recognised as an asset by the agent, with a corresponding liability in respect of the obligation to transfer the amounts to the principal. In making this assessment, the agent considers whether it controls (even if this control is temporary) the cash or other asset it holds, and consequently whether it meets the definition of an asset in accordance with the Framework for Preparation and Presentation of Financial Statements.

1.27 Unspent Conditional Grants and receipts

Unspent portion of the conditional grants are accounted as current liabilities.

2. New standards and interpretations

2.1 Standards and interpretations issued, but not yet effective

The municipality has not applied the following standards and interpretations, which have been published and are mandatory for the municipality's accounting periods beginning on or after 01 July 2019 or later periods:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
• GRAP 110: Living and Non-living Resources	01 April 2020	Unlikely there will be a material impact
• GRAP 6 (as revised 2010): Consolidated and Separate Financial Statements	01 April 2019	Unlikely there will be a material impact
• GRAP 7 (as revised 2010): Investments in Associates	01 April 2019	Unlikely there will be a material impact
• GRAP 8 (as revised 2010): Interests in Joint Ventures	01 April 2019	Unlikely there will be a material impact
• GRAP 18 (as amended 2016): Segment Reporting	01 April 2019	Unlikely there will be a material impact
• GRAP 20: Related parties	01 April 2019	Unlikely there will be a material impact
• GRAP 32: Service Concession Arrangements: Grantor	01 April 2019	Unlikely there will be a material impact
• GRAP 105: Transfers of functions between entities under common control	01 April 2019	Unlikely there will be a material impact
• GRAP 106 (as amended 2016): Transfers of functions between entities not under common control	01 April 2019	Unlikely there will be a material impact
• GRAP 107: Mergers	01 April 2019	Unlikely there will be a material impact
• GRAP 108: Statutory Receivables	01 April 2019	Unlikely there will be a material impact
• GRAP 109: Accounting by Principals and Agents	01 April 2019	Unlikely there will be a material impact
• IGRAP 11: Consolidation – Special purpose entities	01 April 2019	Unlikely there will be a material impact
• IGRAP 12: Jointly controlled entities – Non-monetary contributions by ventures	01 April 2019	Unlikely there will be a material impact
• IGRAP 17: Service Concession Arrangements where a Grantor Controls a Significant Residual Interest in an Asset	01 April 2019	Unlikely there will be a material impact
• IGRAP 18: Interpretation of the Standard of GRAP on Recognition and Derecognition of Land	01 April 2019	Unlikely there will be a material impact

Income statement for the year 30 June 2020

The changes in the new standards and interpretations resulted in a decrease in basic earnings per share and diluted earnings per share as follows:

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

3. Inventories

Consumable stores	-	40,717
Land held for sale	9,947,105	2,530,614
	9,947,105	2,571,331
Disposals	(827,631)	(528,509)
Additions	80,000	7,945,000
	9,199,474	**9,987,822**
Carrying value of inventories carried at fair value less costs to sell	9,199,474	9,987,822
Inventories recognised as an expense during the year	1,026,641	487,790

Consumables stores relate to Cleaning chemicals and Stationery. Land held for sale is included in the Assets Held for Sale.

4. VAT receivable

VAT	5,300,118	4,602,892

VAT is disclosed on the accrual basis, declarations to SARS are made on payments basis

5. Trade receivable from non exchange transaction

Gross balances		
Rates	36,823,744	25,122,512
Fines	3,039,664	2,189,703
	39,863,408	**27,312,215**
Less: Allowance for impairment		
Rates	(20,362,723)	(18,066,533)
Fines	(2,869,523)	(1,822,595)
	(23,232,246)	**(19,889,128)**
Net balance		
Rates	16,461,021	7,055,979
Fines	170,141	367,108
	16,631,162	**7,423,087**
Rates		
Current (0 -30 days)	1,843,393	824,961
31 - 60 days	1,579,434	703,353
61 - 90 days	1,532,749	643,554
91 - 120 days	1,318,877	628,834
> 121 days	29,840,546	22,321,810
	36,114,999	**25,122,512**
Fines		
Fines outstanding	3,039,664	2,189,703
	-	-

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

5. Trade receivable from non exchange transaction (continued)

Reconciliation of allowance for impairment		
Balance at beginning of the year	(19,889,128)	(18,821,678)
Contributions to allowance	(3,343,395)	(1,067,450)
	(23,232,523)	**(19,889,128)**

6. Receivables from exchange transactions

Housing debtors	115,075	122,298
Accrued interest	1,858,665	291,656
Consumer debtors - Refuse	5,714,984	4,509,041
Consumer debtors - Rental	1,138,854	1,040,600
Sundry debtors	362,158	22,652
Less: Allowance for Impairment-Refuse	(3,160,261)	(3,242,619)
Less: Allowance for Impairment- Rental	(629,761)	(748,334)
	5,399,714	**1,995,294**

7. Prepayments

Prepayments	-	675,156

Prepayment for the prior year relate to SALGA membership paid in advance.

8. Cash and cash equivalents

Cash and cash equivalents consist of:

Cash on hand	3,000	5,249
Bank balances	24,570,573	5,214,266
Short-term deposits	130,881,491	97,057,816
	155,455,064	**102,277,331**

8. Cash and cash equivalents (continued)

The municipality had the following bank accounts

Account number / description	Bank statement balances			Cash book balances		
	30 June 2019	30 June 2018	30 June 2017	30 June 2019	30 June 2018	30 June 2017
FNB - Current Account - 52552416194	24,535,343	5,214,266	6,396,226	24,570,573	5,214,266	6,396,226
FNB -Equitable Share - 62143895988	5,147,234	6,166,184	650,336	5,147,234	6,404,365	650,336
FNB -Equitable Share- 74617848129	-	-	10,729,139	-	-	10,729,139
FNB- Equitable share- 62248166218	690,309	664,709	(9,147,188)	690,309	664,709	(9,147,188)
FNB-74814614472	14,038,663	-	-	14,038,663	-	-
FNB-7 Day Call Short Term - Investment Account	-	-	282,546	-	-	282,546
FNB-7479441557	15,566,845	-	-	15,566,845	-	- FNB-
74806555642	14,237,047	-	-	14,237,048	-	- FNB -
Lums - 62074735831	-	-	15,253,356	-	-	15,253,356
FNB - Investment account	-	-	38,346	-	-	38,346 FNB-
745590521793	-	6,464,559	-	-	6,464,559	-
FNB Investment	-	-	555,254	-	-	555,254
FNB Investment account	-	-	10,778,890	-	-	10,778,890
FNB -Equitable Share	-	-	10,288,805	-	-	10,288,805
FNB -71770508335	-	5,677,600	-	-	5,677,600	-
ABSA-Small Town Rehab/3 months fixed deposit - 2074567242	-	-	12,034,457	-	-	12,034,457
ABSA - Bank - 2074567242	-	12,944,135	-	-	12,944,135	-
ABSA Bank-10M 20178479582	10,062,860	-	-	10,062,860	-	-
ABSA Bank-10M 2078355849	10,181,233	-	-	10,181,234	-	-
ABSA-Small Town Rehab/3 months fixed deposit - 20751136603	-	-	11,632,881	-	-	11,632,881
Nedbank - Fixed Deposit 1 month - 7881076763/001	-	-	197,226	-	-	197,226
Nedbank 7881076763/122	20,000,000	-	-	20,000,000	-	-
Nedbank 7881076763/124	21,000,000	-	-	21,000,000	-	-
Nedbank - Fixed Deposit 1 month - 7881076763/101	-	-	5,477,350	-	-	5,477,350
Nedbank - Fixed Deposit 1 month - 7881076763/018	-	-	5,000,000	-	-	5,000,000
Nedbank - Investment Account	-	15,889,682	-	-	15,889,682	-
Standard Bank-068730276-008	15,151	14,494	-	15,151	14,494	-
Standard bank 068730276/009	14,039,066	-	-	14,039,066	-	-
Standard Bank - 90 Days	-	-	(10,231,644)	-	-	(10,231,644)
Standard Bank - 90 Days	-	-	10,011,381	-	-	10,011,381
Standard Bank-068730276 005	-	-	12,508,568	-	-	12,508,568
Standard Bank -068730276 001	122,628	109,507	-	122,628	109,507	-
Standard Bank -068730276 006	5,780,455	5,328,561	-	5,780,455	5,328,561	-
Standard Bank- R6M	-	-	10,245,482	-	-	10,245,482
Ithala Bank- Equitable Share- 46142189	-	-	131,433	-	-	131,433
Ithala Bank- Equitable Share	-	-	5,062,205	-	-	5,062,205
INVESTEC -11005393353455	-	43,946,807	-	-	43,560,204	- INVESTEC-
50011092081	-	-	10,405,513	-	-	10,405,513
Total	**155,416,834**	**102,420,504**	**118,300,562**	**155,452,066**	**102,272,082**	**118,300,562**

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

9. Investments

Ithala Bank	-	32,547,736

As at 30 June 2019 the Municipality has no investments in financial institutions.

Notes to the Annual Financial Statements

Figures in Rand

10. Investment property

	2019			2018		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Investment property	22,056,533	(1,385,723)	20,670,810	22,136,533	(1,175,258)	20,961,275

Reconciliation of investment property - 2019

	Opening balance	Transfers	Depreciation	Total
Investment property	20,961,275	(80,000)	(210,465)	20,670,810

Reconciliation of investment property - 2018

	Opening balance	Additions	Transfers	Depreciation	Total
Investment property	20,364,596	1,108,000	(301,000)	(210,321)	20,961,275

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

Amounts recognised in surplus or deficit

Rental revenue from Investment property	1,072,166	923,761

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

11. Property, plant and equipment

	2019			2018		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Buildings	35,033,503	(12,045,485)	22,988,018	28,343,129	(11,190,835)	17,152,294
Plant and machinery	8,250,630	(5,200,028)	3,050,602	8,687,139	(4,957,868)	3,729,271
Furniture and fixtures	6,352,250	(4,998,710)	1,353,540	6,377,512	(4,102,126)	2,275,386
Motor vehicles	14,860,285	(9,662,455)	5,197,830	15,084,876	(8,365,251)	6,719,625
IT equipment	4,716,798	(2,970,933)	1,745,865	4,754,939	(3,227,072)	1,527,867
Infrastructure	280,825,297	(154,548,380)	126,276,917	259,745,969	(143,631,729)	116,114,240
Community	166,793,043	(60,933,711)	105,859,332	154,406,296	(53,131,272)	101,275,024
Libraries	4,706,767	(1,785,904)	2,920,863	4,706,767	(1,623,634)	3,083,133
Total	**521,538,573**	**(252,145,606)**	**269,392,967**	**482,106,627**	**(230,229,787)**	**251,876,840**

Notes to the Annual Financial Statements

Figures in Rand

11. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment - 2019

	Opening balance	Additions	Disposals	Work in Progress	Depreciation	Impairment loss	Total
Buildings	17,152,294	-	-	6,690,374	(854,650)	-	22,988,018
Plant and Equipment	3,729,271	70,160	(49,218)	-	(699,611)	-	3,050,602
Furniture and fixtures	2,275,386	319,102	(3,548)	-	(1,237,400)	-	1,353,540
Motor vehicles	6,719,625	551,719	(427,819)	-	(1,645,695)	-	5,197,830
IT equipment	1,527,867	555,815	(2,962)	-	(334,855)	-	1,745,865
Infrastructure	116,114,240	56,348	-	20,949,479	(10,843,150)	-	126,276,917
Community	101,275,024	37,271	-	12,368,530	(4,636,933)	(3,184,560)	105,859,332
Libraries	3,083,133	-	-	-	(162,270)	-	2,920,863
	251,876,840	**1,590,415**	**(483,547)**	**40,008,383**	**(20,414,564)**	**(3,184,560)**	**269,392,967**

Reconciliation of property, plant and equipment - 2018

	Opening balance	Additions	Disposals	Transfers	Depreciation	Impairment loss	Total
Buildings	16,317,306	2,237,941	-	-	(869,518)	(533,435)	17,152,294
Plant and machinery	2,569,069	1,747,499	-	-	(587,297)	-	3,729,271
Furniture and fixtures	3,938,403	360,840	(31,980)	(933,982)	(1,057,895)	-	2,275,386
Motor vehicles	7,193,914	1,227,734	-	-	(1,702,023)	-	6,719,625
IT equipment	881,184	35,813	-	933,983	(323,113)	-	1,527,867
Infrastructure	103,195,746	24,286,732	-	-	(11,368,238)	-	116,114,240
Community	102,717,620	8,123,461	-	-	(4,796,201)	(4,769,856)	101,275,024
Libraries	3,245,510	-	-	-	(162,377)	-	3,083,133
	240,058,752	**38,020,020**	**(31,980)**	**1**	**(20,866,662)**	**(5,303,291)**	**251,876,840**

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

11. Property, plant and equipment (continued)

Reconciliation of Work-in-Progress 2019

	Included within Infrastructure	Included within Community	Included within Other PPE	Total
Opening balance	16,681,613	12,044,339	2,460,810	31,186,762
Additions/capital expenditure	20,949,479	12,368,530	6,690,374	40,008,383
Transferred to completed items	(10,221,293)	(4,333,903)	-	(14,555,196)
	27,409,799	**20,078,966**	**9,151,184**	**56,639,949**

Reconciliation of Work-in-Progress 2018

	Included within Infrastructure	Included within Community	Included within Other PPE	Total
Opening balance	13,716,202	10,215,317	3,261,265	27,192,784
Additions/capital expenditure	15,396,123	5,612,235	2,185,335	23,193,693
Other movements	(12,430,712)	(3,783,213)	(2,985,790)	(19,199,715)
	16,681,613	**12,044,339**	**2,460,810**	**31,186,762**

Expenditure incurred to repair and maintain property, plant and equipment

Expenditure incurred to repair and maintain property, plant and equipment included in Statement of Financial Performance		
Contracted services	4,266,552	3,111,623

There are no long outstanding projects which are taking longer than expected to complete.

There are no indications that projects in Work in Progress are impaired.

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

12. Intangible assets

	2019			2018		
	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value
Computer software	2,494,287	(1,090,639)	1,403,648	1,111,444	(899,051)	212,393

Reconciliation of intangible assets - 2019

	Opening balance	Additions	Disposals	Amortisation	Total
Computer software	212,393	1,722,830	(339,986)	(191,589)	1,403,648

Reconciliation of intangible assets - 2018

	Opening balance	Additions	Disposals	Amortisation	Total
Computer software	881,020	237,845	(25,472)	(881,000)	212,393

13. Heritage assets

	2019			2018		
	Cost / Valuation	Accumulated impairment losses	Carrying value	Cost / Valuation	Accumulated impairment losses	Carrying value
Historical monuments	4,808,819	-	4,808,819	4,808,819	-	4,808,819

Reconciliation of heritage assets 2019

	Opening balance	Total
Historical monuments	4,808,819	4,808,819

Reconciliation of heritage assets 2018

	Opening balance	Total
Historical monuments	4,808,819	4,808,819

14. Payables from exchange transactions

Trade payables	17,868,488	11,495,147
Unallocated deposits	221,964	1,126,897
Other creditors	256,092	256,092
Deposits other	32,134	32,134
Retention	9,599,272	9,306,787
Advance payments	4,159,752	1,318,985
	32,137,702	**23,536,042**

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

15. Unspent conditional grants and receipts

Unspent conditional grants and receipts comprises of:

Unspent conditional grants and receipts		
Mckenzie Farm	428,422	428,422
Small Town Rehabilitation	18,245	18,245
MIG	601	-
Ixopo Sportfields	-	8,278
Sangcwaba Grant	565,387	565,387
Ixopo Sportfield Maintenance	151,461	143,182
Sports & Recreation	28,777	-
Gym Park - Receipts	92,661	-
	1,285,554	**1,163,514**

16. Provisions

Reconciliation of provisions - 2019

	Opening Balance	Additions	Reduction due to re-measurement	Total
Leave pay provision	3,893,612	-	(629,076)	3,264,536
Long term service award provision	2,355,000	194,000	-	2,549,000
	6,248,612	**194,000**	**(629,076)**	**5,813,536**

Reconciliation of provisions - 2018

	Opening Balance	Additions	Total
Leave pay provision	3,651,080	242,532	3,893,612
Long term service award provision	1,962,000	393,000	2,355,000
	5,613,080	**635,532**	**6,248,612**

Non-current liabilities	2,549,000	2,355,000
Current liabilities	3,264,536	3,893,612
	5,813,536	**6,248,612**

Long services award are payable after ten years of continuous services and every five years thereafter to employees.

Provision is an estimate of the long service award base on historic staff turnover, taking into account management estimate of the likelihood that staff may leave before long services become due. No other long services benefit are provided to employees.

Figures in Rand	2019	2018

17. Employee benefit obligations

Long service awards

Independent valuers, ZAQ Consultants and Actuaries (Pty) Ltd, carried out a statutory valuation as at 30 June 2019.

The actuarial valuation determined that the retirement plan was in a sound financial position.

Post retirement benefit plan

The Municipality's personnel are members of one of the Natal Joint Municipal Pension retirement funds, namely the Superannuation, Retirement and Provident Funds. As the aforementioned funds are multi-employer funds, the allocation of any surplus/deficit to individual municipalities cannot be determined. Furthermore disclosure of further details such as actuarial assumptions, cannot be attributed to any specific municipality and is of no relevance to users of the municipality's financial statements. As the required disclosure information cannot be obtained the funds are all treated as defined contribution plans.

Post retirement medical aid plan

The municipality operates on 6 accredited medical aid schemes, namely Bonitas, Keyhealth, LA Health, Hosmed, Fedhealth and Samwumed. Pensioners continue on the option they belonged to on the day of their retirement. Independent valuers, ZAQ Consultants and Actuaries (Pty) Ltd, carried out a statutory valuation as at 30 June 2019. The post-retirement medical obligations at 30 June 2019 quantified the present value of unfunded obligations at R4,668,000. The Current-service costs for the year ending 30 June 2019 is estimated at R386 000. The principal actuarial assumptions used included a discount rate of Yield Curve , and a health care cost inflation rate of CPI + 1.

Post Medical Aid benefits : The amounts recognised in the statement of financial position are as follows:

Carrying value		
Opening balance	(6,089,000)	(4,738,000)
Current sevice costs	(386,000)	(289,000)
Interest costs	(530,000)	(481,000)
Benefit paid	168,000	175,000
Acturial loss / (gain)	2,169,000	(756,000)
	(4,668,000)	**(6,089,000)**

Members withdrawal from the service	Males	Females
Age		
20	16.00 %	24.00 %
25	12.00 %	18.00 %
30	10.00 %	15.00 %
35	8.00 %	10.00 %
40	6.00 %	6.00 %
45	4.00 %	4.00 %
50	2.00 %	2.00 %
55	1.00 %	1.00 %
	-	-

Post Medical Aid Benefits: The amounts recognised in the Statement of Financial Performance were as follows:

Actuarial gains (losses)	2,169,000	(756,000)

Notes to the Annual Financial Statements

Figures in Rand	2019	2018
18. Revenue		
Service charges	2,257,263	2,155,141
Rental of facilities	1,074,076	923,761
Agency services	884,998	634,223
Licences and permits	2,884,673	2,710,002
Other income - Miscellaneous	327,895	220,901
Interest received - investment	13,026,783	11,001,948
Property rates	21,886,399	13,681,143
Donation income	-	-
Government grants	138,943,262	126,444,003
Fines	901,062	1,957,000
	182,186,411	**159,728,122**
The amount included in revenue arising from exchanges of goods or services are as follows:		
Service charges	2,257,263	2,155,141
Rental of facilities and equipment	1,074,076	923,761
Agency services	884,998	634,223
Licences and permits	2,884,673	2,710,002
Other income - Miscellaneous	327,895	220,901
Interest received - investment	13,026,783	11,001,948
	20,455,688	**17,645,976**
The amount included in revenue arising from non-exchange transactions is as follows:		
Taxation revenue		
Property rates	21,886,399	13,681,143
Transfer revenue		
Government grants	138,943,262	126,444,003
Fines	901,062	1,957,000
	161,730,723	**142,082,146**
19. Service charges		
Refuse removal	2,178,570	2,037,394
Other service charges - Fire	78,693	117,747
	2,257,263	**2,155,141**
20. Housing operating account		
Loans extinguished by Government on 1 April 1998	373,787	373,787
The housing operating account is represented by the following assets and liabilities		
Housing selling scheme loans	122,298	122,298
Bank and cash	251,489	251,489
Assets	**373,787**	**373,787**
Total Housing Development Fund Assets and Liabilities	**373,787**	**373,787**

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

21. Rental of facilities and equipment

Premises		
Hall hire	166,394	851,746
Rental of Buildings	907,682	72,015
	1,074,076	**923,761**
	1,074,076	**923,761**

22. Other income

Rates Clearance	2,657	3,289
Sundry Income	325,238	155,518
Skills development	-	62,094
	327,895	**220,901**

23. Investment revenue

Interest revenue		
Short term investments	13,026,783	11,001,948

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

24. Property rates

Rates received

Residential	9,762,503	3,621,796
Commercial	5,831,033	2,794,834
State	2,305,716	2,781,121
Property rates	-	937,079
Agricultural	2,955,074	2,382,272
Communal	311,430	17,991
Industrial	690,630	636,159
Public Service Infrastructure	30,013	509,891
	21,886,399	**13,681,143**

Valuations

Residential	686,574,002	276,469,200
Commercial	324,955,000	348,778,000
Public Service Infrastructure	165,002	8,560,000
Industrial	33,828,001	23,850,000
Municipal	66,923,000	25,200,000
Agricultural	1,249,713,000	1,140,388,000
Vacant Land	20,379,005	37,102,000
Farm : Residential	122,767,000	4,839,000
Public Service Purposes	300,602,000	361,067,000
Smallholdings: Commercial	28,458,000	12,245,000
Ingonyama Trust	138,898,000	264,048,000
Informal Settlement	3,204,000	9,119,000
	2,976,466,010	**2,511,665,200**

Valuations on land and buildings are performed every 5 years. In terms of the new MPRA legislation an extension of 1 year has been granted. The last general valuation came into effect on 1 July 2018. Interim valuations are processed on an annual basis to take into account changes in individual property values due to alteration and subdivisions. Rates are levied in 12 monthly equal instalments with the first being due at the end of July and the last instalment is in June.

The municipality does not levy rates on the first R15 000 of the market value of properties assigned to the categories below:
Residential
Agricultural
Small holding (Agricultural)
Commercial
Industrial and
Communal

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

25. Government grants and subsidies

Operating grants		
Equitable share	99,319,000	95,443,000
FMG	1,970,000	1,900,000
Sports & recreation	21,223	-
Gym Park	1,907,339	-
Library Grant	1,035,000	771,000
Municipal Disaster Grant	3,000,000	-
EPWP	1,590,001	1,000,000
	108,842,563	**99,114,000**
Capital grants		
MIG	26,438,399	27,330,003
Electrification	3,662,300	-
	30,100,699	**27,330,003**
	138,943,262	**126,444,003**

Conditional and Unconditional

Included in above are the following grants and subsidies received:

Conditional grants received	35,910,422	51,001,000
Unconditional grants received	99,319,000	95,443,000
	135,229,422	**146,444,000**

Equitable Share

Current-year receipts	99,319,000	95,443,000

Mc Kenzie Farm

Balance unspent at beginning of year	428,422	428,422

Conditions still to be met - remain liabilities (see note 15).

FMG Grant

Current-year receipts	1,970,000	1,900,000
Conditions met - transferred to revenue	(1,970,000)	(1,900,000)
	-	**-**

Sports and Recreation

Current-year receipts	50,000	-
Conditions met - transferred to revenue	(21,223)	-
	28,777	**-**

Conditions still to be met - remain liabilities (see note 15).

Electrification Grant

Current-year receipts	16,000,000	-

Notes to the Annual Financial Statements

Figures in Rand	2019	2018
25. Government grants and subsidies (continued)		
Conditions met - transferred to revenue	(16,000,000)	-
	-	**-**
Conditions still to be met - remain liabilities (see note 15).		
Municipal Infrastructure Grant		
Current-year receipts	26,439,000	27,330,000
Conditions met - transferred to revenue	(26,438,399)	(27,330,000)
	601	**-**
Library Grant		
Current-year receipts	1,035,000	771,000
Conditions met - transferred to revenue	(1,035,000)	(771,000)
	-	**-**
Small Town Rehab _ Roads		
Balance unspent at beginning of year	18,245	18,245
Conditions still to be met - remain liabilities (see note 15).		
Municipal Disaster Recovery Grant		
Current-year receipts	3,000,000	-
Conditions met - transferred to revenue	(3,000,000)	-
	-	**-**
Conditions still to be met - remain liabilities (see note 15).		
Ixopo sports maintenance Grant		
Balance unspent at beginning of year	8,278	8,278
Other	(8,278)	-
	-	**8,278**
Sangcwaba Grant		
Balance unspent at beginning of year	565,387	565,387
Conditions still to be met - remain liabilities (see note 15).		
EPWP Grant		
Current-year receipts	1,590,000	1,000,000
Conditions met - transferred to revenue	(1,590,000)	(1,000,000)
	-	**-**
Gym Park Grant		
Current-year receipts	2,000,000	-

Notes to the Annual Financial Statements

Figures in Rand	2019	2018
25. Government grants and subsidies (continued)		
Conditions met - transferred to revenue	(1,907,339)	-
	92,661	**-**

Conditions still to be met - remain liabilities (see note 15).

Ixopo Sportsfield Grant

Balance unspent at beginning of year	143,182	143,182
Other	8,278	-
	151,460	**143,182**

Conditions still to be met - remain liabilities (see note 15).

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

26. Employee related costs

Basic salaries and wages	45,353,423	42,338,505
Bonus	3,582,568	3,281,331
Medical aid - company contributions	828,010	2,542,419
UIF	420,469	353,442
Other payroll levies	18,534	44,077
Leave pay provision charge	739,830	1,801,958
Pension	6,966,937	6,451,184
Travel, motor car, accommodation, subsistence and other allowances	1,549,012	1,526,924
Overtime payments	1,616,050	2,231,119
Long-service awards	341,798	393,000
Housing benefits and allowances	74,191	18,322
Post Retirement Obligation	457,821	1,351,000
Other employee related costs	135,229	-
	62,083,872	**62,333,281**

Remuneration of Municipal Manager

Annual Remuneration	958,638	965,054
Performance Bonuses	169,185	169,185
Contributions to UIF, Medical and Pension Funds	131,830	153,046
Other	189,077	150,842
	1,448,730	**1,438,127**

Remuneration of Chief Finance Officer

Annual Remuneration	639,891	523,547
Acting allowance	7,683	-
Contributions to UIF, Medical and Pension Funds	39,826	4,169
Other	203,574	156,702
	890,974	**684,418**

The Chief Financial Officer resigned during the year on 25 May 2019.

Corporate and human resources (corporate services)

Annual Remuneration	67,826	813,908
Performance Bonuses	-	130,747
Contributions to UIF, Medical and Pension Funds	10,915	82,304
Other	-	123,665
	78,741	**1,150,624**

The director for corporate services resigned during the year on 31 July 2018

Social Development

Annual Remuneration	590,820	393,880
Performance Bonuses	107,014	-
Contributions to UIF, Medical and Pension Funds	179,087	81,112
Other	172,297	88,441
	1,049,218	**563,433**

Technical Services

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

26. Employee related costs (continued)

Annual Remuneration	782,063	838,493
Performance Bonuses	105,368	114,396
Contributions to UIF, Medical and Pension Funds	158,571	109,507
Other	143,481	113,459
	1,189,483	**1,175,855**

27. Remuneration Of Councillors

Executive Mayor	873,579	840,313
Deputy Executive Mayor	706,990	610,693
Exco Members	1,312,747	1,408,469
Speaker	731,754	592,530
Councillors	6,557,066	6,449,679
	10,182,136	**9,901,684**

The Accounting officer affirms that remuneration of councilors disclosed above are within the upper limmits envisaged in section 219 of the constitutionand were aligned with gazzet number 1426 issued on 21 December 2018.

In-kind benefits

The Mayor, Deputy Mayor, Speaker and Mayoral Committee Members are full-time. Each is provided with an office and secretarial support at the cost of the Council.

The Mayor is entitled to stay at the mayoral residence owned by Council at no cost. The Executive Mayor has use of a Council owned vehicle for official duties.

The Mayor and the Deputy Mayor each have the use of separate Council owned vehicles for official duties.

The Mayor has three full-time bodyguards. The Deputy Mayor and speaker have two full-time bodyguards.

28. Depreciation and amortisation

Property, plant and equipment	20,352,472	21,041,469
Investment property	210,465	210,322
Intangible assets	268,322	18,050
	20,831,259	**21,269,841**

29. Impairment

Impairments		
Property, plant and equipment	3,184,560	5,303,291

30. Finance costs

Other interest paid	2,395	2,856

31. Provision for Bad debts

Self help housing	-	59,808
Receivables from non-exchange	3,142,186	4,417,921
Bad debts written off	1,601,217	-
	4,743,403	**4,477,729**

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

32. Contracted services

Security services	4,052,944	3,141,085
Legal fees	697,543	752,080
Valuation services	263,348	512,647
Other Contractors	923,031	696,529
Repairs and Maintenance	4,266,552	3,111,623
Catering	1,001,711	672,964
Event promoters	309,407	695,823
Plants and decorations	-	100,225
Consultants and Professional Services	2,851,041	4,240,448
Pest control and fumigation	11,087	13,287
Audit committee fees	166,149	94,772
	14,542,813	**14,031,483**

33. General expenses

Mscoa Implementation and system development	1,315,659	1,611,581
Advertising	2,225,931	1,273,950
Auditors remuneration	2,191,088	1,391,515
Bank charges	217,595	212,740
Consumables	396,286	832,832
Entertainment	84,609	59,595
Road Traffic levy	2,181	5,497
Free Basic Services	790,519	1,579,541
Insurance	619,103	462,982
Operating Leases: Furniture and Office	679,112	477,443
Parking Fees	67,645	124,251
SDL	466,050	578,847
Specialised Computer Service	821,233	260,967
Fuel and oil	1,895,563	1,768,996
Postage and courier	175,290	149,244
Printing and stationery	604,247	861,125
Bursary Youth	550,176	600,000
Employment creation and assistant programme	273,800	1,132,405
Conferences and seminars	1,010,772	63,086
Software expenses	609,546	137,286
Ward Committees	882,202	735,976
Subscriptions and membership fees	764,134	674,298
Travel - local	3,346,843	2,050,187
Water and electricity	866,938	618,150
Uniforms/ Protective Clothing	775,113	806,960
Communication costs	1,827,732	1,602,333
Computer & Network extensions and internet costs	48,758	524,536
Licence and permits	127,861	158,326
Other expenses	1,159,311	916,944
	24,795,297	**21,671,593**

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

34. Cash generated from operations

Surplus	41,360,019	20,863,594
Adjustments for:		
Depreciation and amortisation	20,831,259	21,269,841
Transfer of assets	460,657	(127,230)
Impairment deficit	3,184,560	5,303,291
Provisions	4,743,403	4,477,729
Movements in benefit assets and liabilities	(1,421,000)	1,351,000
Other non-cash items	(1,054,249)	7,373,897
Changes in working capital:		
Inventories	788,348	(7,454,839)
Receivables from exchange transactions	(3,404,420)	2,946,201
Trade receivables from non exchange transactions	(9,208,075)	(3,406,496)
Prepayments	675,156	(237,909)
Payables from exchange transactions	8,601,661	13,274,786
VAT	(697,226)	(11,253,745)
Unspent conditional grants and receipts	122,039	-
	64,982,132	**54,380,120**

35. Financial instruments disclosure

Categories of financial instruments

2019

Financial Assets

	At amortised cost	Total
Trade and other receivables from exchange transactions	8,900,759	8,900,759
Other receivables from non-exchange transactions	14,628,949	14,628,949
Cash and cash equivalents	155,437,958	155,437,958
	178,967,666	**178,967,666**

Financial liabilities

	At amortised cost	Total
Trade and other payables from exchange transactions	32,459,478	32,459,478

2018

Financial assets

	At amortised cost	Total
Prepayments	675,156	675,156
Trade and other receivables from exchange transactions	4,602,892	4,602,892
Other receivables from non-exchange transactions	3,740,600	3,740,600
Consumer debtors	675,156	675,156
Cash and cash equivalents	102,277,331	102,277,331
Interest	35,542,736	35,542,736
	147,513,871	**147,513,871**

Financial liabilities

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

35. Financial instruments disclosure (continued)

	At amortised cost	Total
Trade and other payables from exchange transactions	23,536,041	23,536,041

36. Commitments

Authorised capital expenditure

Already contracted for but not provided for		
• Infrastructure	16,549,782	5,342,619
• Community property	5,064,920	1,654,906
• Buildings	36,747,861	25,327,427
	58,362,563	**32,324,952**
Total capital commitments		
Already contracted for but not provided for	58,362,563	32,324,952

Authorised operational expenditure

Already contracted for but not provided for		
• Operating expenditure	18,438,993	2,347,978
Total operational commitments		
Already contracted for but not provided for	18,438,993	2,347,978

Total commitments

Total commitments		
Authorised capital expenditure	58,362,563	32,324,952
Authorised operational expenditure	18,438,993	2,347,978
	76,801,556	**34,672,930**

This committed expenditure relates to property and will be financed by available bank facilities, retained surpluses, and grants.

37. Contingencies

Contingent liabilities

There were no contingent liabilities as at 30 June 2019

Contingent assets

There were no contingent assets as at 30 June 2019.

Figures in Rand	2019	2018

38. Related parties

There were related party transactions in the currrent financial year. The two related party transactions were the Municipalities councillors and s57 employees as per Grap 20

Remuneration of key management

Councillors

2019

Name	
Councillors	

2018

Name	
Councillors	

Section57 Employees

2019

	Basic salary
Name	
Municipal manager	958,63
Chief Financial Officer	639,89
Corporate Services Manager	67,82
Social Development Manager	590,82
Technical Manager	782,06
	3,039,23

2018

	Basic salary
Name	
Municipal manager	965,05
Chief Financial Officer	523,54
Corporate Services Manager	813,90
Social Development Manager	393,88
Technical Manager	838,49
	3,534,88

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

39. Key source of estimation, uncertainty and judgments

Property, plant and equipment

- Useful live and residual values of property, plant and equipment
- Recoverable amount of property plant and equipment
- Present value of defined benefit obligations
- Provision for doubful debts
- Determining the collectable amount traffic fines issued
- Valuation of properties for the purposes of rates billing.

40. Going concern

We draw attention to the fact that at 30 June 2019, the municipality had an accumulated surplus of 441,185,904 and that the municipality's total assets exceed its liabilities by 441,185,904.

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

41. Risk management

Financial risk management

Liquidity risk

The municipality’s risk to liquidity is a result of the funds available to cover future commitments. The municipality manages liquidity risk through an ongoing review of future commitments and credit facilities.

Credit risk

Credit risk consists mainly of cash deposits, cash equivalents, derivative financial instruments and trade debtors. The municipality only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.

Trade receivables comprise a widespread customer base. Management evaluated credit risk relating to customers on an ongoing basis. If customers are independently rated, these ratings are used. Otherwise, if there is no independent rating, risk control assesses the credit quality of the customer, taking into account its financial position, past experience and other factors. Individual risk limits are set based on internal or external ratings in accordance with limits set by the board. The utilisation of credit limits is regularly monitored. Sales to retail customers are settled in cash or using major credit cards. Credit guarantee insurance is purchased when deemed appropriate.

Financial assets exposed to credit risk at year end were as follows:

Financial instrument	2019	2018
Cash and cash equivalents	155,455,064	102,277,331
Investments	-	32,547,736
Trade and other receivables	9,189,736	5,986,247
Receivables from non exchange transactions	11,793,065	3,432,134

42. Events after the reporting date

Management is not aware of any events that occurred post balance sheet date identified during the year.

43. Fruitless and wasteful expenditure

Opening balances	110,787	107,931
Interest	2,395	2,856
	113,182	**110,787**

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

43. Fruitless and wasteful expenditure (continued)

Fruitless and wasteful expenditure in the current year relates to interest charged by Eskom.

44. Irregular expenditure

Opening balance	12,658,045	581,321
Add: Irregular Expenditure - current year	580,000	12,076,724
Less: Amounts written off	(448,983)	-
	12,789,062	**12,658,045**

Analysis of expenditure awaiting condonation per age classification

Current year	580,000	12,076,724
Prior years	12,658,045	581,321
	13,238,045	**12,658,045**

Details of irregular expenditure condoned

		Written off by council
This amount relates to the prior irregular expenditure which was sent MPAC and Council for condonement	Relates to 2016/2017	448,983

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

45. Prior period errors

Receivables from Non-Exchange Transactions

The Receivables from non exchange transactions are adjusted in 2017/18 year end as a result of debtors being qualified in the audit for the year ended 30 June 2018. The Auditors could not be satisfied on the completeness of property rates. UBuhlebezwe Municipality has recalculated the billings for 2017/18 year end and has adjusted accordingly on both property rates and Receivables from non-exchange. See movement below

Cash and Cash Equivalents

Cash and cash equivalents were overstated in the 2017/18 year end. This was due to two Investment accounts being misstated comprising of FNB investment and Investec. The bank confirmations or 3rd party confirmations reflected figures which do not agree to the GL /cash book. As a result UBuhlebezwe Municipality's cash book did not agree to the 3rd party confirmations of the previous year. Adjustments have been processed to correct the misstatement.

Trade and Other payables from exchange transactions

Payables from exchange transaction were overstated in the 30 June 2018 year end . Accrual for the 2016/17 year end were not reversed at the beginning of the 2017/18 year end. This misstatement was identified during the preparation of the Annual financial statements for the year ended June 2019. An adjustment correcting the prior period error has been processed accordingly

Trade Receivables from Exchange Transactions

During the review of the 2018/17 disclosed accrued interest, it was noted that the interest been overstated as it doesn't align to the supporting bank statements. The correction was made to correctly reflect the interest and align it to the bank statements as provided for 30 June 2018.

Investments property

The properties held by the municipality for capital appreciation were not recognised in the prior years in the asset register, these assets were identified from the deeds office. An adjustment at market value obtained from the valuation roll was made to correctly reflect the properties held by the municipality.

Investments

This is due to when reviewing the bank statement dated 30 June 2018, it was identified that the Ithala GL account had been misstated by R5000 and this was not a reconciling item. The error correction aims to correct this error and align the GL balance to the supporting document

Inventory

This is due to when reviewing the carrying value of the land held for sale, it was noted that inventory write-down that was calculated in prior years had not been taken into consideration when calculating the carrying value of the assets, hence the adjustment aims to align the carrying value to the net realisable value.

Intangible Assets

It was identified that an incorrect assets was capitalized which is was not in line with GRAP definition as there was no underlying software being used by the municipality for service provision, hence there was no service delivery benefits.

The correction of the error(s) results in adjustments as follows:

	-	-

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

45. Prior period errors (continued)

Statement of Financial Position	Amount previously reported	Adjusment	Reclassification	Total
Trade receivable from non-exchange transactions	2,558,487	937,079	3,990,953	7,486,519
Cash and cash Equivalents	102,395,778	(118,447)	-	102,277,331
Trade receivables from exchange transactions	5,968,297	(45,482)	(3,990,953)	1,931,862
Investments	32,547,736	(5,000)	-	32,542,736
Inventory	2,346,190	7,641,632	-	9,987,822
Payables from exchange transactions	28,799,622	(5,263,581)	-	23,536,041
Intangible assets	1,105,036	(892,643)	-	212,393
Investment Property	19,853,275	1,108,000	-	20,961,275
Property plant and Equipment	251,702,032	174,808	-	251,876,840
Accumulated Surplus	385,889,162	13,372,527	-	399,261,689
	833,165,615	**16,908,893**	**-**	**850,074,508**

Statement of Financial Performance	Amount previously reported	Adjustment	Reclasification	Total
Property Rates	12,744,064	937,079	-	13,681,143
Contracted services	15,349,679	-	(1,318,196)	14,031,483
General expenditure	19,761,814	-	1,909,779	21,671,593
Employee Costs	62,912,128	-	(578,847)	62,333,281
Depreciation	21,270,935	(1,094)	-	21,269,841
	132,038,620	**935,985**	**12,736**	**132,987,341**

46. Additional disclosure in terms of Municipal Finance Management Act

Contributions to organised local government

Current year subscription / fee	72,462	675,156
Amount paid - current year	(72,462)	(675,156)
	-	**-**

Audit fees

Current year subscription / fee	2,191,088	1,391,514
Amount paid - current year	(2,191,088)	(1,391,514)
	-	**-**

PAYE, UIF & Skills

Current year subscription / fee	9,791,885	9,484,993
Amount paid - current year	(9,791,885)	(9,484,993)
	-	**-**

Pension and Medical Aid Contributions

Current year subscription / fee	13,151,532	10,830,557
Amount paid - current year	(13,151,532)	(10,830,557)
	-	**-**

Notes to the Annual Financial Statements

Figures in Rand	2019	2018

46. Additional disclosure in terms of Municipal Finance Management Act (continued)

VAT

VAT receivable	5,300,118	4,602,892
VAT payable	-	-
	5,300,118	**4,602,892**

VAT output payables and VAT input receivables are shown in note .

All VAT returns have been submitted by the due date throughout the year.

Figures in Rand	2019	2018

46. Additional disclosure in terms of Municipal Finance Management Act (continued)

Supply chain management regulations

In terms of section 36 of the Municipal Supply Chain Management Regulations any deviation from the Supply Chain Management Policy needs to be approved/condoned by the Accounting Officer and noted by Council. The expenses incurred as listed hereunder have been approved by the Accounting Officer and have noted by Council. Furthermore, management did not note any material non-compliance with the Municipal Finance Management Act.

Section 36 deviations and Reasons		
THE MUNICIPALITY HAS AN SLA WITH H&B EQUIPMENT AND LUSTED AND JOHNSON AND THEY HAVE FAILED TO REPAIR THE TRUCK. THE UD TRUCK NEEDED REPAIRS TO PTO, CLUTCH PLATE, WIRING, BRAKES, ENGINE BRAKE (COMPRESSOR) AND MAJOR SERVICE. THIS TRUCK NEEDS URGENT ATTENTION AS IT A REFUSE TRUCK SUBSTITUTING NIX 6416 & NIX 8830 .TRUCKS. WITH THE ABOVE REASONS THE MUNICIPALITY HAD TO DEVIATE FROM NORMAL SCM PROCESSES AND TAKEN THE TRUCK DIRECTLY TO AN APPROVED DEALERSHIP.COMPANY AWARDED WAS THOMPSON COMMERCIAL VEHICLES	100,385	-
THE GRADER HAD GEAR SELECTING PROBLEM WHEREBY GEAR NUMBER 1,4,5,7 & 8 WERE NOT ENGAGING. THE GRADER WAS TAKEN FOR REPAIRS AFTER FOLLOWING THE NORMAL SCM PROCESSES. UPON STRIPING THE GRADER IT WAS DISCOVERED THAT THE OTHER GEARS 2,4,6 & THE CLUTCH PADS ARE ALSO DAMAGED AND WILL CAUSE OTHER BREAKDOWNS IN THE NEAR FUTURE. THE ADDITIONAL WORK WAS QUOTE AT R79 925,00. IT WAS WAS FOR THE ABOVE REASONS THAT THE WE DEVIATE FROM THE NORMAL SCM PROCESSES AND THE SAME SERVICE PROVIDER BE APPOINTED FOR THE ADDITIONAL TO AVOID THE DELAYS IN THE MAINTENANCE SECTION.COMPANY AWARDED WAS B&B TRANSPORT AND PLANT HIRE.	79,925	-
THE MUNICIPALITY REQUIRED SERVICES TO SUPPLY AND FIT FORKLIFT ATTACHMENTS TO A TLB FRONT BUCKET. THE MENTIONED SERVICES HAD TO BE DONE BY AN APPROVED CATERPILLAR AGENT. IT IS WITH THE ABOVE REASON THAT WE DEVIATED FROM NORMAL SCM PROCESSES FOR QUOTES ABOVE R30 000 AND APPOINTED BORLOWORLD EQUIPMENT TO RENDERS THIS SERVICE AT AN AMOUNT OF R32348.00. COMPANY AWARDED WAS BARLOWORLD EQUIPMENT (PTY) LTD	32,384	-
THE MUNICIPALITY HAS ENCOUNTERED LAPTOP THEFTS ON THE 25TH OF JANUARY AND UPON CHECKING ON THE CAMERAS IT WAS NOTED THAT THEY WERE NOT FUNCTIONING. WITH THE OCCURENCE OF RECENT EVENTS IT WAS NOTED THAT CAMERAS HAD TO BE QUICKLY ATTENDED TO. A TECHNICIAN FROM KDM ELECTRICAL WAS CALLED TO DO THE ASSESMENT AND REPAIRS OF THE CAMERA SYSTEM. IT IS WITH THE ABOVE REASONS THAT THE MUNICIPALITY DEVIATED FROM NORMAL SCM PROCESSES AND APPLIED REGULATION 36 OF THE SCM REGULATIONS AND APPOINTED KDM ELECTRICAL AT AN AMOUNT OF R5 922.50 FOR SERVICE PROVIDED.COMPANY AWARDED WAS KDM ELECTRICAL	5,923	-
ABANQOBI GROUP WERE SPECIALLY REQUESTED TO PERFORM ON THE PRAYER DAY. THE MUNICIPALITY HAS UTILISED DEVIATION TO DO APPOINTMENT AS IT WAS IMPRATICAL TO FOLLOW NORMAL SCM PROCESSES IN THIS REGARD DUE TO THE FACT THAT WE SPECIFICALLY WANTED ABANQOBI GROUP FOR THEIR POWERFULL MESSAGE SENT ACROSS THROUGH THEIR PERFOMANCE AND THEIR APPEAL TO THE PUBLIC. COMPANY AWARDED WAS ZERO TO HERO TRADING	18,000	-
LEADERSHIP ACADEMY IS THE SOLE PROVIDER OF THE REQUIRED TRAINING FOR OUR INETENAL AUDITORS. IT IS WITH THE ABOVE REASON THAT THE MUNICIPALITY HAD TO APPLY REGULATION 36 OF SCM REGULATION TO PROCURE THE REQUIRED SERVICE, SINCE THEE IS NO OTHER SERVICE PROVIDER THAN C[AN PROVIDE SUCH TRAINING.	135,419	-

Notes to the Annual Financial Statements

Figures in Rand	2019	2018
46. Additional disclosure in terms of Municipal Finance Management Act (continued)		
PASTOR STHEMBISO ZONDO FROM ZERO TO HERO WAS SPECIALLY REQUESTED TO GIVE THE KEY NOTE ADDRESS DURING OUR CANDLELIGHTING CEREMONY FOR DECEMBER 2018. THE MUNICIPALITY HAS UTILISED DEVIATION TO DO APPOINTMENT AS IT WAS IPRATICAL TO FOLLOW NORMAL SCM PROCESSES IN THIS REGARD DUE TO THE FACT THAT MR ZONDO WAS SPECIFICALLY WANTED FOR HIS MOTIVATIONAL POWERS AND HIS APPEAL TO THE PUBLIC. AN AMOUNT OF R11 000 WAS PAID FOR THE SERVICES OFFERED ON THE DAY.THE COMPANY AWARDED WAS ZERO TO HERO TRADING	11,000	-
	383,036	**-**

Paragraph 12(1)(d)(i) of Government gazette No. 27636 issued on 30 May 2005 states that a supply chain management policy must provide for the procurement of goods and services by way of a competitive bidding process.

Paragraph 36 of the same gazette states that the accounting officer may dispense with the official procurement process in certain circumstances, provided that he records the reasons for any deviations and reports them to the next meeting of the Council and includes a note to the annual financial statements.

Deviations from the tender stipulations in terms of the municipality's Supply Chain Management Policy were presented to the Executive Committee, which condoned the various cases.

VOLUME III

OVERSIGHT REPORT

2018/2019